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No. 559½

MADE IN CANADA



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Minute Book No. 4
(loose leaf)
of the
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25 March, 1943
to
11 May, 1944

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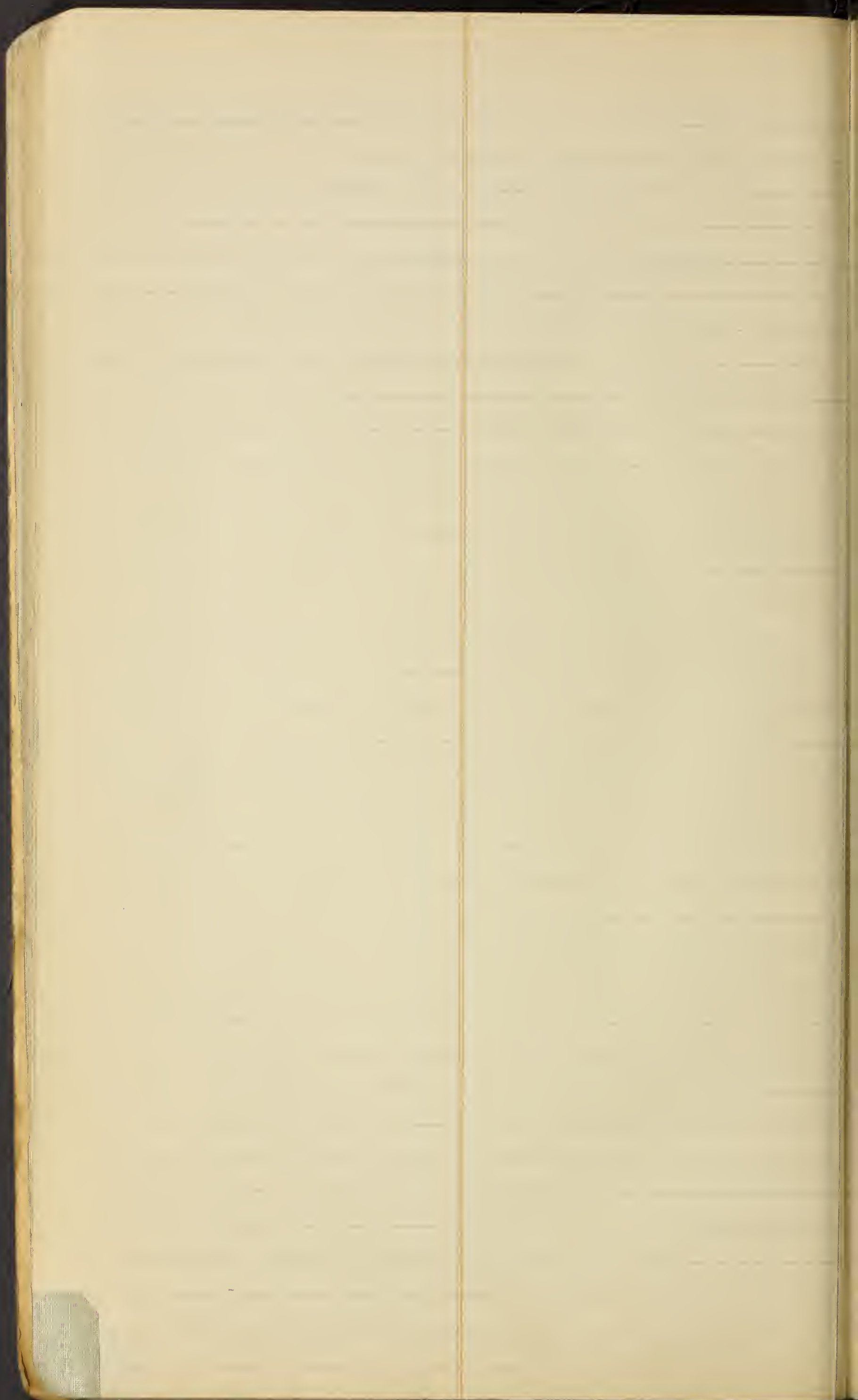
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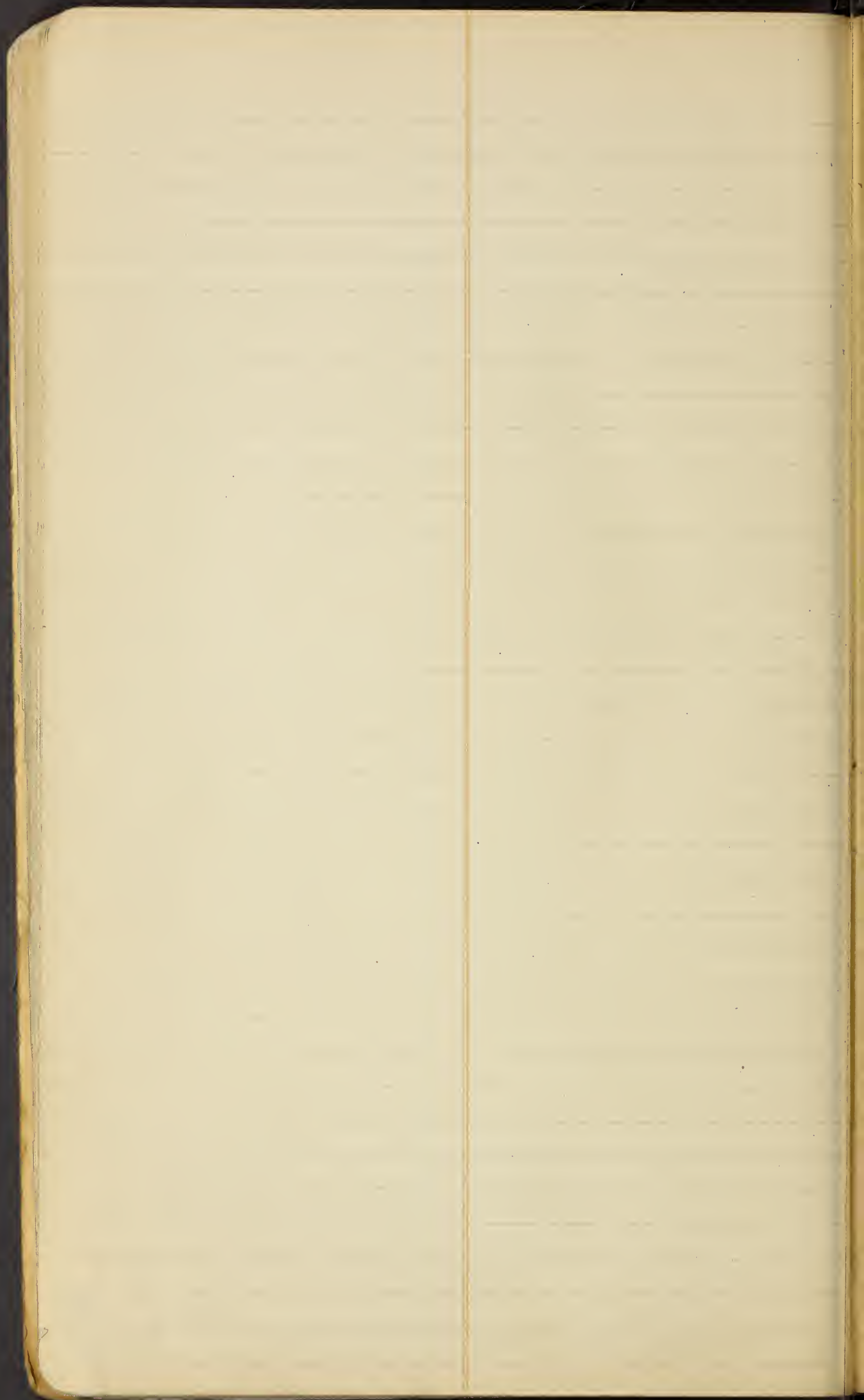
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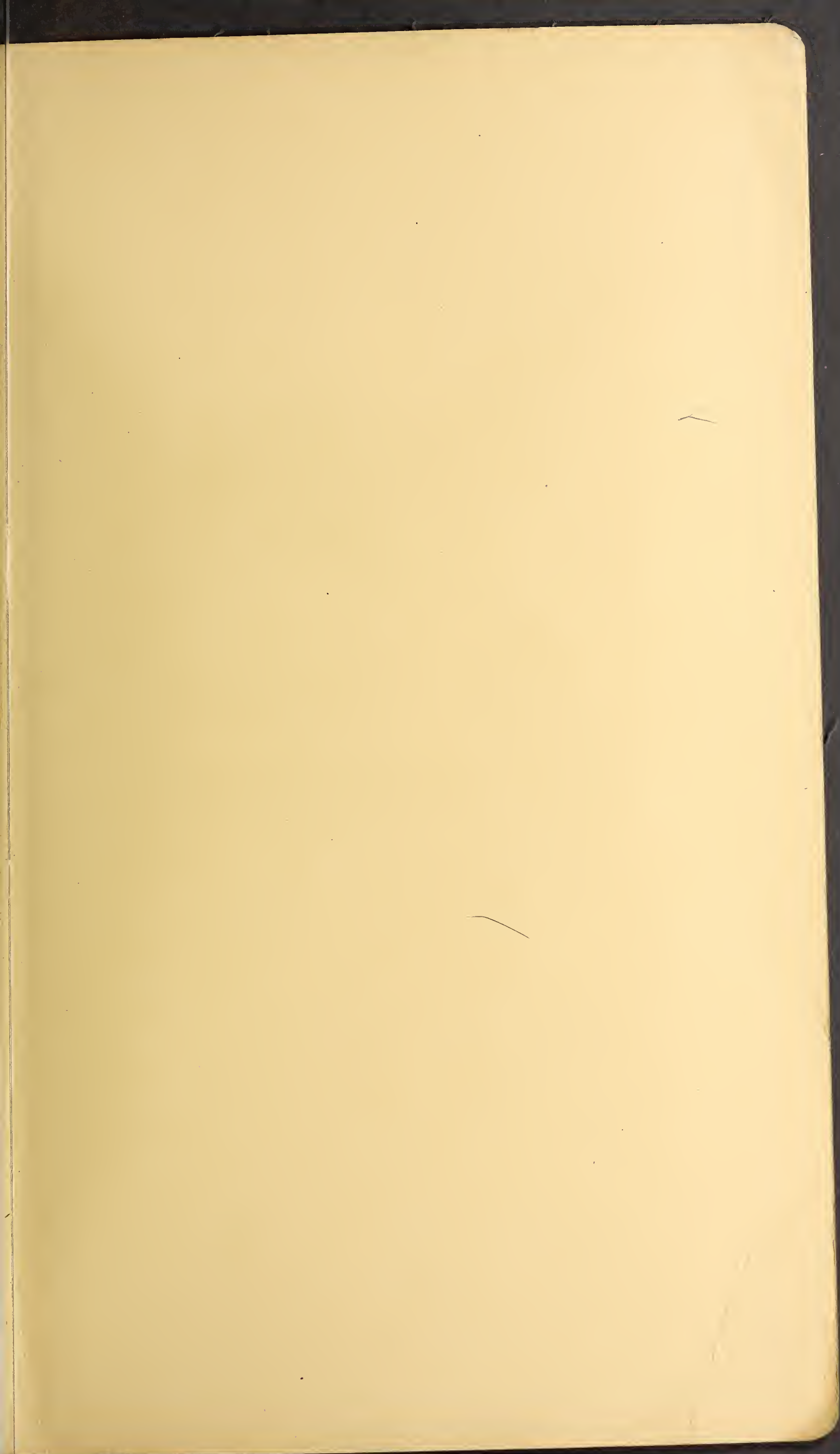
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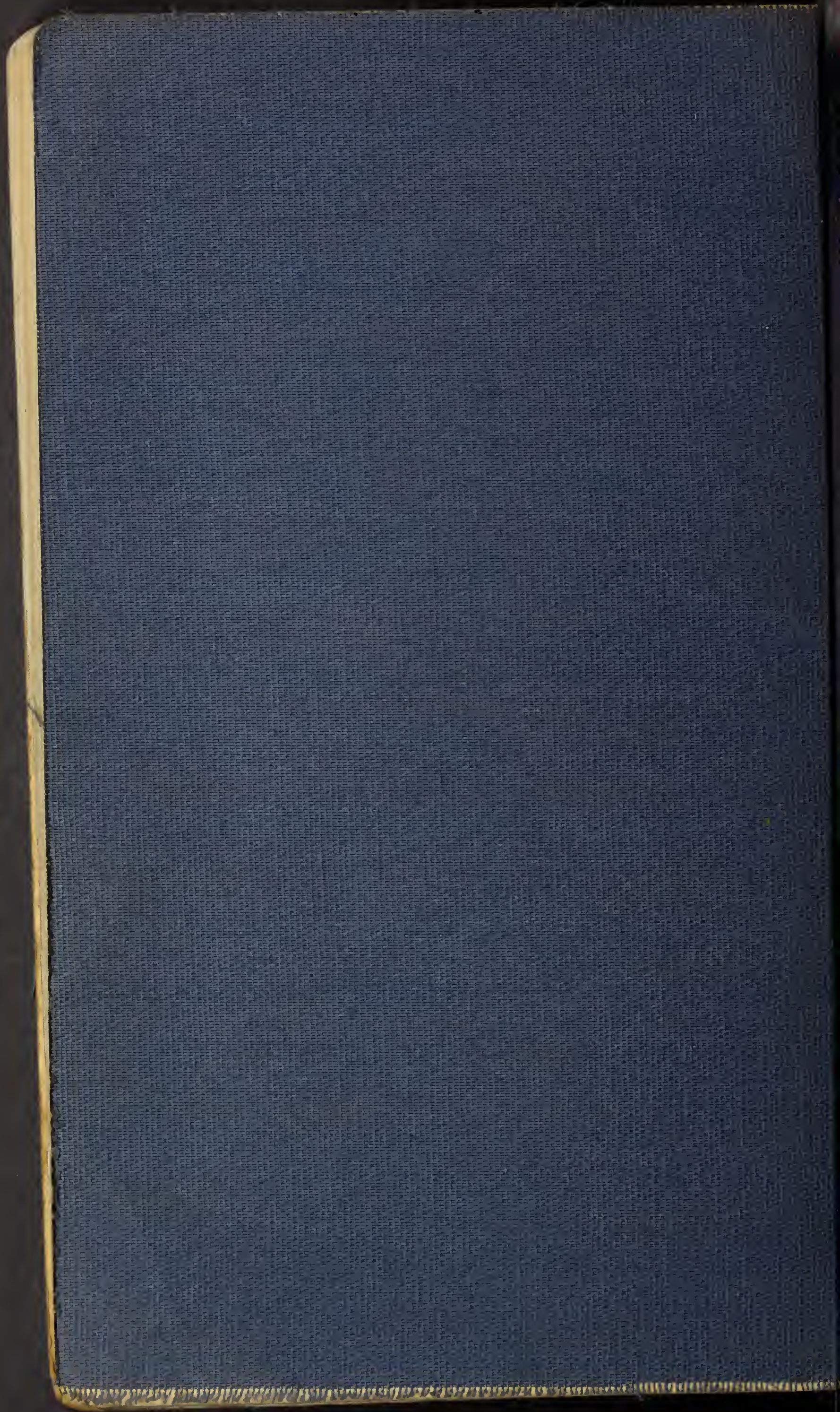
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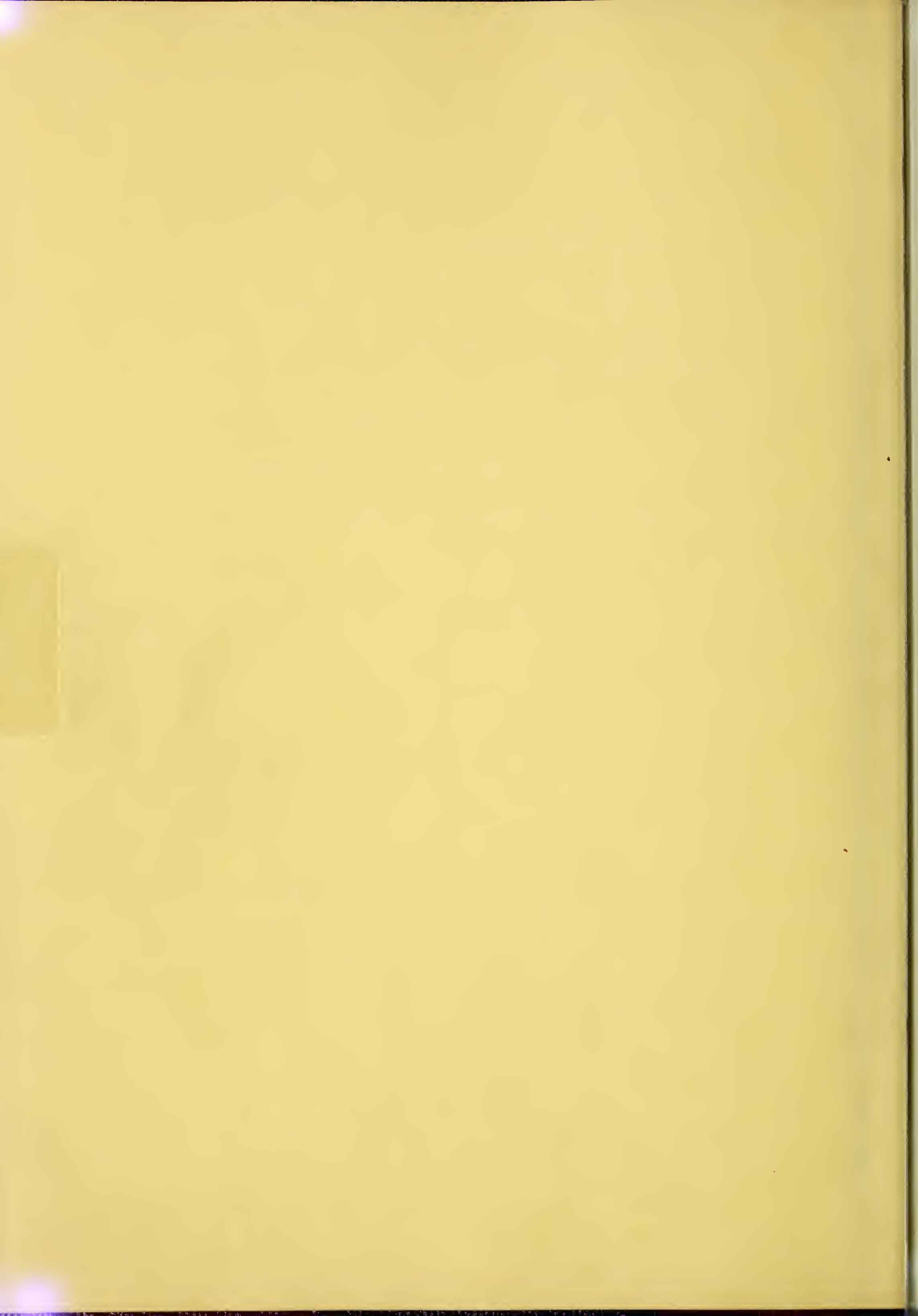
BOARD OF GOVERNORS
UNIVERSITY OF TORONTO

MINUTE BOOK









Minutes of the meeting of the Board of Governors
held in the Board Room, Simcoe Hall, on Thursday, March 25th, 1943, at
4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Chancellor
The President
Mr. Ross
Mr. Bryce

Mr. LaBine
Mr. Neilly
Mr. Osler
Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting
the Secretary reported that he had been informed on behalf of the follow-
ing members that they would be unable to attend:-

Dr. Gibson
Mr. Morrow

Hon. Dr. Ferguson
Mr. Rogers

The minutes of the last meeting were read and con-
firmed.

Arising out of the minutes the following matters
were dealt with:-

Material
distributed
to members

In accordance with the report of the Special Committee re Board
procedure, under the Chairmanship of Mr. Morrow, the following material
was distributed to each member:-

1. Leather folder.
2. Copy of the Bursar's Agenda.
3. Copy of the report of the Executive Committee.

Foot note
in finan-
cial
statement
re Conser-
vatory of
Music

Regarding the foot note in the proposed financial statement re-
ferred to in the Committee's report in connection with the Assets and
Liabilities of the Toronto Conservatory of Music, the Bursar read the
following extract from the Ontario Statutes, Geo. V, 1919, Chap. 79,
page 421, as contained in the agreement between the Conservatory and the
University:-

Foot note
in finan-
cial
statement
re Conser-
vatory of
Music

"The University shall be free to make such arrangements with the Conservatory, its successors, and assigns, in relation to the carrying out of its objects as the University may from time to time deem best. The University agrees that separate accounts shall, from time to time, be kept of the assets and liabilities relating to or connected with the carrying out of the intention of this clause, and that the assets or their proceeds, and any net profits which may result from the operations, shall be used only in connection with the purposes aforesaid, and not for other purposes of the University."

The Bursar stated that as instructed by the Board he had consulted the Auditors regarding the wording of the foot note and that they approved of his suggestion that the original wording prepared by the late Mr. Dilworth should remain as follows:-

NOTE: Of the assets and liabilities of the Toronto Conservatory of Music and Connaught Laboratories none of the former institution and only some of the latter are included in this statement.

Mr. Morrow's
motion to
amend By-Law
No. 29
allowed to
rest for
time being

The motion which Mr. Morrow proposed to make as a result of his notice given at the last meeting for the passing of a By-Law to amend By-Law No. 29 was allowed to rest for the time being in order that provision could be made for any further changes which might be considered desirable.

Resolution
for amend-
ment to
By-Law
No. 39 re
Internal
Relations
Committee

It was moved by Mr. Ross,

Seconded by Mr. LaBine,

And Carried -

That By-Law No. 39 respecting the Standing Committee on University Internal Relations be amended by deleting sub-section 6 thereof and substituting therefor the following amendment presented by Mr. Ross and approved by the Board:-

"That should any question arise that would seem, to any of the constituent parties hereinafter named, to prejudice the harmonious relationship existing between the various constituent units of the University, it shall be the right of the Governors of the University of Toronto, the Senate of the University of Toronto, the Council of University College, the Governing bodies of Trinity, St. Michael's or Victoria Colleges, or any one of such constituent parties, to refer such question to the Committee on Internal Relations for consideration and report.

The Internal Relations Committee, upon receipt of such request, shall formally notify the Board of Governors, enclosing a copy of the reference, and at the next succeeding meeting of the Governors a time and place shall be set for the receipt and consideration of the Committee's report."

NOTE: Information in connection with the Board's decision was to be transmitted to the Federated Colleges and the Senate.

Report of
Connaught
Laborator-
ies'
Committee
transmit-
ting
Estimates
for 1943-
1944

In accordance with notice previously given, Mr. Neilly, as Chair-
man of the Connaught Laboratories' Committee, presented the following
report in connection with the Estimates of the Laboratories for the year
1943-44:-

"To the Board of Governors,
University of Toronto.

There is submitted to you herewith a statement of estimated revenue and expenditure, including salaries, of the Connaught Laboratories for the fiscal year from April, 1943, to March, 1944, inclusive. These Estimates as approved by your Connaught Laboratories' Committee anticipate gross sales of \$900,000 and a net operating profit of \$102,500. Adding to this non-operating revenue of \$43,250.00, and deducting grants of various kinds, we arrive at an overall favourable balance of \$119,500.00, or a sum equivalent to slightly better than 10% of our estimated sales.

It will be appreciated of course that these figures do little more than indicate our present expectations. If revenue should prove to be materially less than is now anticipated, expenditures can and will be reduced, and, conversely, if our sales exceed the estimate, our expenditures must be expanded accordingly. Under such circumstances your Committee will require a certain amount of discretionary authority.

If we include those presently employed in the blood serum work as well as some 46 part-time employees paid on an hourly basis, it may be said that the number employed by the Laboratories has just about doubled since the war began. The present total is about 425.

As usual the salary list has been reviewed and adjusted and the changes recommended are set out specifically in the main body of the report. The list is too long to consider in detail but the following summary sets forth the effect of the recommended changes in comparison with similar figures for the current year.

	<u>1943-44</u>		<u>1942-43</u>	
	Number of Employees	Average	Number of Employees	Average
Group A - Senior Research and Administrative Staff	47	\$2,777	46	\$2,683
Group B - Accounting, Secre- tarial, Personnel, etc.	39	1,058	31	1,002
Group C - Senior technicians, assistants, attendants, etc.	47	1,240	45	1,102
Group D - Intermediate tech- nicians, assistants, attendants, etc.	43	944	49	964
Group E - Junior technicians, assistants, attendants, etc.	135	708	138	646
Research Number - to be appointed	<u>1</u>	<u>5,000</u>	<u>1</u>	<u>5,000</u>
	<u>312</u>	<u>\$1,190</u>	<u>310</u>	<u>\$1,114</u>

Now in addition to these averages each male employee over 21 years of age and each female employee earning over \$1,300 per year, gets a flat cost of living bonus of \$18.50 per month. All employees earning \$3,000 per year or less qualify for a cost of living bonus. However, with the bonus added, the overall average is not high and the necessary personnel is difficult to obtain and retain. Circumstances may necessitate further upward revision before another year terminates.

Report of
Connaught
Laborator-
ies'
Committee
re Estim-
ates
(Cont'd)

I now move, seconded by Mr. Osler -

1. That the Estimates of Revenue and Expenditure for the fiscal year April 1, 1943, to March 31, 1944, as well as the salary adjustments specifically set forth in the accompanying report, be approved.

2. That realizing that the expenditure of the Laboratories must vary with revenue, and having regard for the existing situation in respect of both skilled and unskilled help, the Connaught Laboratories' Committee be and it is hereby given discretionary power to make such departures from its present Estimates as it - the Committee - may deem necessary or desirable.

Signed on behalf of the
CONNAUGHT LABORATORIES COMMITTEE

B. Neilly,
Chairman"

March 22, 1943.

Upon motion of Mr. Neilly,

Seconded by Mr. Osler,

These Estimates were approved in the form of the above-mentioned resolution.

Report of
Executive
Committee

The following report of the Executive Committee regarding action taken in connection with certain routine matters was approved:-

"To the Board of Governors,
University of Toronto.

March 25, 1943.

Gentlemen:-

We beg to submit the following report of what, according to instructions given by the Board, we have done in regard to certain routine matters:

Appoint-
ments

(1) We have approved the following appointments, all within the Estimates:-

1942-43
Faculty of Medicine

Mrs. D. I. Chubb	- Artist in Anatomy, Feb.22 to June 30	\$130 per mo.
G. Annis	- Technician, Banting and Best Department of Medical Research, Mar. 10 to June 30	\$ 55 per mo.
Pathology and Bacteriology:		
Miss J. C. Burk	- Technician, from April 1st	\$ 85 " "
Miss E. Lowrey	- Technician, " April 1st	80 " "
W. J. Sinclair	- Demonstrator, for 8 mos. from 1 April	80 " "

School of Hygiene

Mrs. K. Wiman	- Laboratory Assistant in Public Health Administration, Mar.15 to June 30	\$700 per an.
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Faculty of Applied Science

C. E. Beynon	- Demonstrator (part time) in Mechanical Engineering, Mar.15 to Apr.15	\$60
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Appoint-
ments
(Cont'd)

School of Nursing

Special Lecturers:		
B. Hannah	- Medicine	\$50
Mrs. F. E. Woodcock	- Massage	70
Miss C. E. Clemens	- Pharmacology	40

From April 1, 1943

Library:

Assistants:

Miss B. Saunders	-	\$1,200 per an.
Miss A. Curry	- for duration of the war	1,200 " "

Leave of
absence
to Miss
E.M.Fasken,
and her
resignation

(2) We have approved the extension of the appointment of D. G. Huber, Demonstrator in Mechanical Engineering, by one-half month, at an additional compensation of \$100.

(3) We have approved the granting of leave of absence to Miss E. M. Fasken of the staff of the Registrar's Office, on full salary, from April 15 to June 30, 1943, and the acceptance of her resignation, because of ill health, as of June 30. In order to provide for a substitute, we have approved of an additional grant of \$300 to the Registrar.

Leave to
Miss Thompson

(4) We have approved of leave of absence for fifteen days with pay for Miss Margot Thompson of the University Library staff, and that her resignation be accepted as of April 15, 1943.

(5) We have approved of certain transfers within the appropriation of the School of Nursing for this Session.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President
(Sgd) Geo. H. Ross,
Chairman, Finance Committee."

Definite re-
commendations
re leave to
Miss Fasken
and appoint-
ment of Miss
B. Saunders

In connection with the foregoing report the Chairman drew attention to the fact that definite recommendations should be made for the appointment of Miss B. Saunders as Assistant in the Library from April 16, 1943, at a salary of \$1,200 per annum, and for the leave of absence with salary of Miss E. M. Fasken of the staff of the Registrar's Office. The President thereupon submitted separate recommendations for these two cases and the same were formally approved.

Transfers
in appro-
priations
in the
School of
Nursing

The transfers in the School of Nursing mentioned in Clause 5 of the foregoing report are as follows:-

From "Increase in Receipts"	\$7,400.00	
"Contingency Fund"	700.00	
	<u>700.00</u>	\$8,100.00
To "Special Teaching"	2,650.00	
"School Maintenance":		
Office Supplies	\$400.00	
Classroom, Library	<u>250.00</u>	650.00
"Residence Maintenance":		
Wages, Food, Laundry, Miscellaneous	3,750.00	
"Furnishings"	650.00	
"Superintendent's Account"	<u>400.00</u>	
		<u>\$8,100.00</u>

\$1,000 for
Bursaries
in Applied
Science
for 1943-
1944

Upon the recommendation of the President the sum of \$1,000 was set aside from the Bursaries Fund of the University for the Session 1943-44 to be available for bursaries for entering students in the Faculty of Applied Science and Engineering.

Letters from the Registrar transmitting the following material were presented and dealt with as follows:-

Statutes
of Senate

Statutes of Senate Nos. 1570 - respecting the Cornelius Arthur Masten Legal Essay Scholarship
1580 - respecting the Maurice Hutton Scholarship
1581 - respecting the Medical Alumni Association Scholarship
1582 - respecting the Association of Professional Engineers of the Province of Ontario Scholarships,

and these Statutes were approved.

Limitation
of students
in Faculty
of Forestry

A recommendation from the Council of the Faculty of Forestry, which had been approved by the Senate, that owing to lack of facilities in that Faculty no more than 30 students be admitted to the First Year in 1943, and this recommendation was approved.

Limitation
of students
in Faculty
of Applied
Science

A report from the Council of the Faculty of Applied Science and Engineering, containing a recommendation that the maximum number of students to be admitted to the First Year in that Faculty for the Session 1943-44 be limited to 600 as a present emergency limit, due to lack of lecture room and laboratory accommodation, and the Board concurred in the Senate's approval of this recommendation.

Regulations
approved
re students
in Applied
Science
repeating
years

The following resolutions adopted by the Council of the Faculty of Applied Science and Engineering and approved by the Senate:-

(1) That no student be allowed to repeat the work of any year; the designation to include men whether of military age or not and whether belonging to a physical category acceptable to the Department of National Defence or not; and also to include women. This restriction to be applicable for the present to the Session 1943-44 only. This restriction to be not applicable to men discharged after service in the armed forces.

(2) That for the Session 1943-44 a student carrying a supplemental in a written subject be not allowed to enrol in the next higher year.

(3) That should the Council and the Senate approve the resolutions of this Committee regarding the registration of students for the coming Session, due notice of the regulations shall be conveyed to the students as soon as may be possible.

After carefully considering this matter the Governors approved of the foregoing resolutions subject to the right by the student of an appeal to the Senate.

College of
Optometry
students
to pay
University
Health
Service
fee

Correspondence from the College of Optometry in connection with a suggestion that students enrolled in the College, who are also enrolled as occasional students in the University, be required to pay the Health Service fee beginning with the Session 1943-44, and approval was given to this arrangement.

Other communications were presented and dealt with as follows:-

Additional
powers
granted
to Court
of Discip-
line

From Mr. Fennell, as Chairman of the Court of Discipline, requesting that the Board grant to the Court the following addition to its powers and duties:-

"To consider and deal with such charges of violation of regulations respecting University students as may appear in any existing or future Order-in-Council issued by the Dominion Government."

This request arose from the case of H. E. Perks, a student of the Fourth Year Applied Science, who upon being examined at the Recruiting Centre refused to sign his questionnaire and in other ways failed to co-operate with the Medical Board. The Military authorities suggested that the University investigate the matter, and after doing so the Court of Discipline felt that this case would fall under an Order-in-Council regulation with which it had no authority to deal. The Board therefore decided that the request of the Court be granted with the following amendment to the wording submitted by it:-

"To consider and recommend to the Board the proposed action in connection with such charges of violation of regulations respecting University students as may appear in any existing or future Order-in-Council issued by the Dominion Government."

Letter of
thanks
from Mrs.
Coulton

From Mrs. R. D. Coulton thanking the Board for the generosity shown to her husband, Dr. G. G. Coulton, and herself during their recent illness.

Letter of
apprecia-
tion from
Dr. Best

From Dr. C. H. Best expressing appreciation of the Board's congratulations upon his appointment as Chairman of the Board of Scientific Directors of the International Health Division of the Rockefeller Foundation.

Discontin-
uance of
Carswell
Prizes in
Law

From Professor W. P. M. Kennedy advising that the Carswell Com-
pany Limited found it advisable, in view of existing conditions, to
discontinue their Prizes in the School of Law for the duration, which
consisted of two prizes in Law books, each of the value of \$25.00.

Offer of
prize in
Spanish
by Dr.
Rafael L.
Trujillo
Molina

The President presented a letter from Senor Juan
Ulises Garcia, Dominican Consul, Toronto, offering on behalf of Doctor
Rafael L. Trujillo Molina, the President of the Dominican Republic,
an annual scholastic prize for the student who distinguishes himself
in the study of Spanish, consisting of a sum of money and a medal.
This generous offer was gratefully accepted by the Board and the Sec-
retary was instructed to convey their thanks and appreciation to the
donor. The matter was referred to the Senate for consideration of
the academic details.

Additional
donations
of furni-
ture, etc.
by T. Eaton
Company to
School of
Physical
and Health
Education

The Bursar presented a letter from Miss Charlotte
H. Layton, Secretary of the School of Physical and Health Education,
advising of the further generous action of the T. Eaton Company Limited,
by which the following books, equipment, etc., the property of the
Margaret Eaton School, are turned over to the University for the use
of the School of Physical and Health Education:-

(1) The turning over to the School of Physical and Health
Education the furniture and equipment at No. 415 Yonge Street
contained in the list attached to Miss Layton's letter.

(2) An insurance policy in the amount of \$5,000 with the
Century Insurance Company covering the above-mentioned contents,
which had been taken out by the T. Eaton Company in the name of
the Governors of the University of Toronto and the premium paid
by the Company to the date of expiry, viz: February 25th, 1946.

(3) An additional coverage of \$1,000 on the policy which
the University is carrying on the Library at No. 415 Yonge
Street, donated to it by the T. Eaton Company, which expires
October 1st, 1943.

(4) An additional list of books at No. 99 St. George Street
which previously were overlooked when the original list was sent
to the University, and which according to Mr. Elliott's letter
of February 9th, 1943, to Miss Somers may be considered to be
the property of the School.

(5) The articles of furniture and equipment at No. 99 St.
George Street contained in the list accompanying Miss Layton's
letter, which the Company has also turned over to the School.

The Governors expressed sincere appreciation of the Company's action.

NOTE: Mr. Adams of the T. Eaton Company subsequently advised the
Bursar that the amount of \$1,000 referred to in Clause 3 above was
not an additional coverage but that the form of wording sent to us
was merely an endorsement to be attached to our policy.

Renewal of
U.T.S. En-
gineering
Scholar-
ship for
five years
by Mr. R.
A. Bryce

The Bursar also presented a letter from Mr. Robert
A. Bryce renewing his offer to continue the University of Toronto Schools
Engineering Scholarship for five years commencing with the 1943-44 Ses-
sion, of the value of \$250 a year, which was gratefully acknowledged.

Other
donations -

Other donations were reported as follows and were
accepted with thanks and appreciation:-

National Research Council:

- \$3,333.00 accountable advance for Project A.M.1 - Aviation Medical
Research, under Dr. Bazett, Banting and Best Research.
- 250.00 for research on Fish Culture by Professor K. C. Fisher,
Department of Zoology.
- 111.00 accountable advance for Project P-1000-10 for research
by Professor J. L. Synge, Department of Applied
Mathematics.

Miscellaneous:

- \$5,000.00 (Can. funds) from Viking Fund Inc., New York, for Geo-
physics Research under Professor E. F. Burton.
- 1,500.00 from the Registered Nurses' Association of Ontario for
use of the School of Nursing re additional teaching
- 1,500.00 from the Nutrition Foundation, Inc., New York, for
research under Dr. E. W. McHenry, School of Hygiene,
on "Retention of various B vitamins in rats on
various diets".
- 100.00 from Miss Alice Willson for award of the Herbert Willson
Scholarship in First Year Honour Science course for
1942-43.
- 50.00 from the Public Speaking Association for award of their
Bursary in University College for 1942-43.
- 25.00 from the Engineering Institute of Canada for their Prize
in Third Year Applied Science for 1942-43.

Resolution
upon the
death of
Mr. R. J.
Dilworth,
University
Auditor

It was moved by Mr. Ross,
Seconded by Mr. LaBine,
And Resolved -

That the Board place on record its appreciation
of the faithful and efficient services rendered over a period of 30
years by the late Mr. R. J. Dilworth as Auditor of the University
finances.

His unfailing courtesy and co-operative spirit
will be gratefully remembered by all the University officials with
whom he came in contact. The Board expresses its sincere sympathy
with his widow and family.

Passing
of Sir
Edward
Beatty

In connection with the death of the late Sir
Edward Beatty, G.B.E., the President reported that he had, in the name
of the University, at the news of Sir Edward's passing, telegraphed to
the Principal of McGill University to express the sympathy of the Uni-

Passing
of Sir
Edward
Beatty
(Cont'd)

versity of Toronto in the great loss which had befallen McGill in the death of its Chancellor, an honored alumnus of this University and one of the most distinguished Canadians of his generation. The Principal of McGill had sent a letter of thanks to the University of Toronto.

*Included
m.B.*

The meeting adjourned at 5:10 p. m.

Minutes confirmed.

April 8th 1943

Arthur Macdonald
Chairman.

Minutes of the meeting of the Board of Governors
held in the Board Room, Simcoe Hall, on Thursday, April 8th, 1943, at
4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The President
Mr. LaBine
Mr. Morrow
Mr. Osler

Dr. Anderson
Hon. Dr. Ferguson
Mr. Neilly
Mr. Bryce
Chief Justice Robertson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting
the Secretary reported that he had been informed on behalf of the follow-
ing members that they would be unable to attend:-

The Chancellor
Chief Justice Rose
Hon. Dr. Bruce
Mr. Ross

Mr. Rogers
Mr. McCulloch
Mr. McCullagh
Mr. Duncan

The minutes of the last meeting were read and con-
firmed.

Arising out of the minutes the following matters
were dealt with:-

The Secretary stated that as suggested he had communicated with
the University Solicitor regarding the wording of By-Law No. 39 respect-
ing the Standing Committee on University Internal Relations, and had re-
ceived the following letter in reply:-

"C. E. Higginbottom, Esq.,
Bursar, University of Toronto,
Toronto, 5.

Dear Mr. Higginbottom: By-Law No. 39 - University Internal
Relations Committee

I duly received your letter of April 5th with enclosures.
There are a few changes which should, I think, be made
before the revision is dealt with by the Board.

In clause 2 you refer to each federated "college". Under
section 6 (3) of the University Act, Victoria University and Trinity
College are declared to be "universities" federated with the Univer-
sity.

Additional
amendments
to By-Law
No. 39 sug-
gested by
University
Solicitor

Additional
amendments
to By-Law
No. 39 sug-
gested by
University
Solicitor
(Cont'd)

Clause 3 states that three members of the Committee are to be chosen by the Board. From the wording of clause 6 it would appear that these three members are to be members of the Board, but clause 3 does not definitely state this. Perhaps it would be advisable to change the wording of clause 3 to read - "That the Chancellor, the Chairman and the President and three other members of the Board chosen by the Board shall be members of this Committee."

In clause 5 before the word "colleges" the words "federated universities and" should be inserted. In the same line it would seem to me desirable to substitute the word "persons" for "those".

In clause 6 I think the word "bodies" might be more appropriate than "parties" in lines 2 and 8 and "units" in line 4. I think, too, that the word "and" should be substituted for "or" between the words "St. Michael's" and "Victoria". In the same paragraph the Committee is referred to as the "Committee on Internal Relations". Probably it would be better to use the name "University Internal Relations Committee", which is the name to be adopted under clause 1. In the second paragraph of clause 6, I think it would be advisable to substitute the word "Board" for "Governors" in the next-to-last line, as the word "Board" has been used in the earlier clauses.

The meaning of the second paragraph of clause 6 does not seem altogether clear. Is it the intention that the Board, on notification by the Internal Committee that a request (or reference) has been made to it by one of the constituent bodies, is to fix a time for consideration of this information, or is the Committee to proceed with the consideration and report its finding to the Board before the Board deals with the matter? Should there not be some declaration of what the Committee is to do when a reference is made to it?

Would it be advisable in clause 7 to provide for the election of a Vice-Chairman to act in the absence of the Chairman?

Nothing is said as to the term of office of the members of the Committee. It may be deemed advisable to provide that the members are to be appointed annually or are to hold office at the pleasure of the respective bodies which appoint them.

As I mentioned to you, it is customary when amending a by-law to make the amendment by by-law. However, in view of the provisions of sections 31 (a) and 37 of the University Act, I do not think there could be any question as to the validity of the proposed action of the Board in dealing with the matter by resolution.

Yours very truly,

April 7th, 1943.

(Sgd) Hamilton Cassels."

Approval
of Solici-
tor's
suggested
amendments

Upon motion of Dr. Gibson,

Seconded by Hon. Dr. Ferguson,

The amendments to By-Law No. 39 proposed by the University Solicitor in his letter of April 7th, 1943, were unanimously adopted.

In this connection the Secretary was instructed to ask the Solicitor to consult with Chief Justice Robertson, who kindly consented to prepare the completed By-Law.

Authority given for revision of By-Law No. 29 re Board procedure for present use

In connection with the proposed amendments to By-Law No. 29, while the Board was not prepared to take final action in this matter approval was given to the Bursar's suggestion that he be permitted to prepare a revision of the same for present use, and consideration of the completed By-Law was deferred to a later date.

Mr. Neilly's dinner at York Club and visit afterwards to Connaught Laboratories

Following the adjournment of the Board meeting at 5 p.m., April 8th, the following gentlemen were present at the dinner given by Mr. Neilly at the York Club:-

The Chairman	Principal Wallace	Dr. Defries
The Chancellor	Principal Brown	Dr. Solandt
Dr. Gibson	Provost Cosgrave	Dr. McHenry
Mr. Neilly	Rev. Father McLaughlin	Dr. Moloney
Dr. Anderson	Dean Gallie	Dr. Fraser
Mr. Bryce		Dr. Craigie
Hon. Dr. Ferguson		Mr. Allen
Mr. LaBine		Mr. Hutchison
Mr. Morrow		
Mr. Osler		
Chief Justice Robertson		
Mr. Higginbottom		
Mr. LePan		

The dinner commenced at 6:45 p.m., after which Mr. Neilly welcomed his guests and told them he wanted them to know something about the University and the Connaught Laboratories. Provost Cosgrave, Dean Gallie and Dr. Defries were called on to speak.

At 8:15 p.m. the group adjourned to the Connaught Laboratories where several members of the Laboratories' staff outlined its contribution to the School of Hygiene as set out below:-

"The School of Hygiene"	- R. D. Defries
"Hygiene and Preventive Medicine"	- D. T. Fraser
"Chemistry in Relation to Hygiene - The Effect of Bile Acids on Diphtheria Toxin"	- P. J. Moloney
"Virus Studies - Methods employed in the Study of Viruses"	- J. Craigie
"Physiological Hygiene - Research in Environmental Physiology"	- D. Y. Solandt
"Nutrition - Studies in Nutrition"	- E. W. McHenry
"Epidemiology and Biometrics - Is the increase in the death rate from Heart Disease apparent or real?"	- Mary A. Ross
"Public Health Administration - East York Health Unit"	- W. Mosley

Report of
Executive
Committee

The Board confirmed the action taken by the
Executive Committee as set out in the following report, and the ap-
pointments were approved upon motion of Mr. Neilly:-

"To the Board of Governors,
University of Toronto.

April 7th, 1943.

Appoint-
ments

A - Appointments

(1) We have approved the following appointments, all within the
Estimates:-

Faculty of Medicine:

- | | |
|-----------------|--|
| Mrs. R. Hawkins | - Research Assistant, Banting and Best
Department of Medical Research,
Apr. 1, 1943, to June 30, 1943 \$80 a mo. |
| Miss E. Melrose | - Research Fellow, Banting and Best Depart-
ment of Medical Research, Apr. 1, 1943,
to Dec. 31, 1943 \$1,530 per an. |
| W. O. Stoddart | - Demonstrator in Surgery, April 1, 1943,
to June 30, 1943 \$150 per an. |

Honorarium
to Miss
E. Melrose

(2) We have approved the payment of an honorarium of \$25 to Miss
E. Melrose, Research Fellow in Banting and Best Medical Research,
in view of the extra work she has carried during the months of Jan-
uary, February and March.

Transfers
in appro-
priations

B - Transfers

(1) We have approved the transfer of \$400 from the appropriation
in the Ontario College of Education estimates for "Practice Teaching"
to the appropriation for "Books, Periodicals and Contingencies" for
the Library.

(2) We have approved Dr. Best's request that the money made avail-
able to the Department of Physiology from Dr. Solandt's naval stipend,
\$1,070., be credited to the appropriation for "Supplies and Apparatus".

(3) We have approved Dr. Defries' request that the sum of \$400
for "Supplies" in the Sub-Department of Virus Studies be transferred
to the School of Hygiene "Administration" account.

Statute of
Senate
No. 1571

D - Statute

Statute Number 1571 respecting the courses of study in the Facul-
ty of Arts for the Session 1943-44.

Miscellan-
eous

E - Miscellaneous

- (1) Admission of First Year Medical students.
- (2) The Margaret Eaton School Library.
- (3) Salaries in Chemistry - Professors Wright and Gordon.
- (4) Printing of Falconer lecture.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President.
(Sgd) F. K. Morrow,
pro Chairman of the Finance Committee."

Statute of
Senate
No. 1571
re Arts
Courses

Statute of Senate No. 1571 mentioned in the re-
port, respecting the Courses of Study in the Faculty of Arts for the
Session 1943-44, was read and approved.

The details of the miscellaneous items listed
under "E" in the report are as follows:-

Admission
of First
Year
Medical
Students

(1) Admission of First Year Medical Students:

The President stated that further to his enquiry of the Council of the Faculty of Medicine regarding the admission of First Year students, he had received the following information from Dr. Ryerson:-

(a) That students will be notified within three weeks of the opening date if they are not accepted.

(b) That personnel conducting the Aptitude Test will include members outside the Faculty.

(c) That consideration will be given to the Board's request that in limiting the number of students to 150 consideration be given to the acceptance of a sufficient number which, owing to rejections, would still provide approximately the 150 referred to.

Margaret
Eaton
School
Library

(2) Margaret Eaton School Library:

The President presented a letter from Mr. W. S. Wallace, the University Librarian, regarding the action to be taken in connection with the administration of the Margaret Eaton School Library, recently donated to the University for the use of the School of Physical and Health Education, and upon the recommendation of the President the Board authorized that this library should become a departmental library under the regulations laid down by the Library Committee of the Senate.

Salaries
of Profes-
sors Wright
and Gordon
for 1943-44

(3) Salaries in Chemistry - Professors Wright and Gordon:

The President reported that Professor G. F. Wright of the Department of Chemistry had been approached by McGill University with a view to his accepting the Chair of Cellulose Chemistry in that University at a salary of \$6,000 per annum. The President expressed the view that Professor Wright's services were of exceptional value to the whole work of Chemical research in this University, and recommended that Professor Wright's salary in the next Estimates be increased to \$5,000 per annum; and as a consequence Professor A. R. Gordon's salary be increased to the same amount, viz: \$5,000 per annum. The Board approved these recommendations.

Falconer
Lecture
for 1943

(4) Printing of Falconer Lecture:

Approval was given to the President's request that \$100 be allocated from the Falconer Lectureship Fund for the printing of 500 copies of the lecture delivered by Lord Hailey this year.

Communications were presented and dealt with as follows:-

Addition to
Committee
of Award
for Carol-
ine
Macdonald
Bursary

From the Caroline Macdonald Scholarship Committee requesting a change in the Committee of Award for the Bursary in the School of Social Work, and the Board approved of the addition to the Committee of the Associate Director of the School, which will now be constituted as follows:-

- (a) The Director of the School of Social Work
- (b) The Associate Director (second in command) of the School of Social Work
- (c) The President, or a representative appointed by him
- (d) The Bursar of the University

Renewal of
Canada
Permanent
Mortgage
Corporation
Debenture

From the Canada Permanent Mortgage Corporation offering to renew their \$100 debenture, No. L-28762, held on account of the Glen Mawr Old Girls' Association Scholarship Fund, and the Board approved of the renewal of the debenture for five years from May 1st, 1943, @ interest at the rate of $3\frac{1}{2}\%$ per annum.

Payment by
University
of contri-
butions to
Employees'
Pension
Fund on
behalf of
Miss M.
Cook and
W.E.Abbott,
on war
service

From the Superintendent of Buildings and Grounds stating that when he requested leave of absence for war service for two of his employees, Miss May Cook, a Clerk in his office, and Wm. E. Abbott, Assistant Engineer, Central Power Plant, he neglected to make any recommendation regarding contributions to the Pension Fund, as at the time of enlistment these employees were not eligible to contribute, and in accordance with a previous ruling of the Board each individual case was to be dealt with separately. The Board approved the Superintendent's recommendation that the University pay the contributions in these cases, commencing with October 1st, 1942, for Mr. Abbott, and March 1st, 1944, for Miss Cook.

Letter of
apprecia-
tion from
Royal
Canadian
Institute

From Professor T. F. McIlwraith, President of the Royal Canadian Institute, transmitting a resolution passed at the annual meeting of the Institute expressing its deep appreciation of the many kindnesses shown by the Board of Governors during the past year; and the Board were very pleased to learn of the Institute's action.

Henry S.
Beckwith
Bequest
to
Medical
Research

The Bursar presented a letter from the National Trust Company, addressed to the Banting Institute, 100 College Street, which Dr. Best had forwarded to him, together with a copy of the Will of the late Henry S. Beckwith which contains the following conditional bequest:-

"On the death of the survivor of Mrs. Beckwith and Mrs. Grant, provided Mrs. Grant dies without leaving issue, one-half of the Estate then remaining after payment of a legacy of \$2,000 is bequeathed to the Banting Institute for Medical Research."

The Bursar informed the Board that he had ascertained from the Trust Company that the total Estate would probably not exceed \$50,000. He was instructed to request the Company to convey to the family of the late Mr. Beckwith their appreciation of the deceased's thoughtfulness in this connection.

Renewal
of B'nai
B'rith
Scholar-
ships

The Bursar reported an undertaking from the Toronto B'nai B'rith to renew for a further period of three years their three scholarships of \$100 each, 1 in Medicine and 2 in University College, and the Board were very grateful for this continued generosity.

Donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

Rockefeller Foundation:

\$4,325.00 (Can. funds) representing the second quarterly instalment of the grant for research in Psychiatry
1,058.00 (Can. funds) representing the fourth quarterly instalment of the grant for research in Nutrition under Dr. McHenry of the School of Hygiene.

Miscellaneous:

\$6,470.00 from the Department of National Defence for Air in payment of tuition fees for members of the R.C.A.F. taking the Radio Mechanics' Courses Nos. 9, 10 and 11.
300.00 from "Oral Health" to cover \$150 for the Wallace Secombe Scholarship for General Proficiency, and \$100 and \$50 for the two Oral Health Theses awards in the Faculty of Dentistry.
25.00 from Dr. L. J. Fenech for credit of the W. George Switzer Memorial Award in the Faculty of Dentistry.

Current
Expendi-
ture

The Bursar presented the summary of Receipts and Expenditures for the month of March, and also his estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of April and the first part of the month of May. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Distribu-
tion of
booklet -
"The Uni-
versity
of Toronto -
Its Work
and Needs"

Consideration was given to the booklet entitled "The University of Toronto - Its Work and Needs", which had been compiled by the Bursar in collaboration with the University Solicitor, as previously authorized by the Board, and which contained suggestions for the guidance of future donors of scholarships, prizes, etc. The Governors were very pleased with the booklet and it was decided that there should be included in it a brief reference to the University in general to be prepared by the President. The Bursar stated that Major M. B. Hastings, President of the Alumni Federation, thought that a copy should be sent to each graduate of the University, which would mean approximately 30,000 copies, and that they had discussed the desirability of mailing it in the same envelope as a

Distribu-
tion of
booklet -
"The Uni-
versity
of Toronto -
Its Work
and Needs"
(Cont'd)

bulletin being prepared by the Federation. The Board approved of this procedure and undertook to pay the postage on the same, and

Upon motion of Mr. Morrow,

Seconded by Mr. Bryce,

It was Resolved -

That the sum of \$2,000 be voted for the purpose of printing approximately 50,000 copies of the booklet, and for the necessary postage for mailing them.

The meeting adjourned at 5 p. m.

Minutes confirmed.

Indefatigable
M.B.
April 22nd 1943

Arnell Macdonald
Chairman.

Minutes of the meeting of the Board of Governors
held in the Board Room, Simcoe Hall, on Thursday, April 22nd, 1943, at
4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The President
Mr. Morrow
Hon. Dr. Kelly

Chief Justice Rose
Mr. Osler
Mr. Neilly
Mr. Duncan

The Bursar was present as Secretary.

Before proceeding with the business of the meeting
the Secretary reported that he had been informed on behalf of the follow-
ing members that they would be unable to attend:-

Mr. LaBine
Mr. Ross

Mr. Rogers
Dr. Anderson

The minutes of the last meeting were read and con-
firmed.

Arising out of the minutes the following matters
were dealt with:-

In connection with the proposed amendments to By-Law No. 39 the
Bursar presented the following letter from the University Solicitor:-

"C. E. Higginbottom, Esq.,
Bursar, University of Toronto,
Toronto, 5.

Dear Mr. Higginbottom:- RE: By-Law No. 39 - University
Internal Relations Committee

In accordance with the instructions contained in
your letter of April 9th, I have consulted with Chief Justice Robertson,
and I enclose five copies of the draft By-Law as approved by His Lord-
ship.

I pointed out to His Lordship that in the By-Law
as originally drafted Knox College and Wycliffe College were not men-
tioned in clause 6, although clause 2 provides that each of the federated
colleges (which by section 6 (4) of the University Act includes Knox and
Wycliffe) is to be invited to appoint two representatives to be members
of the Committee. His Lordship instructed me to include both these
colleges in clause 6 of the revised draft, but to mention this fact par-
ticularly in forwarding the draft to you. If it is not intended that
these colleges should be included, I think the wording of clause 2 should
be altered by specifying the names of the federated universities and col-
leges which are to appoint representatives to the Committee.

Yours very truly,

April 19th, 1943.

(Sgd) Hamilton Cassels."

Approval
of By-Law
No. 39 as
revised by
Chief Jus-
tice
Robertson
and the
University
Solicitor

Approval
of By-Law
No.39 as
revised
by Chief
Justice
Robertson
and the
University
Solicitor
(Cont'd)

"1. There shall be a Standing Committee to be called the 'UNIVERSITY INTERNAL RELATIONS COMMITTEE'.

2. University College and each of the federated universities and colleges shall be invited to appoint two representatives each, to be members of the Committee, who shall hold office during the pleasure of the respective bodies by which they are appointed.

3. The Chancellor, the Chairman of the Board and the President shall be ex officio members of the Committee, and the Board shall appoint three other members of the Board to be members of the Committee, who shall hold office during the pleasure of the Board.

4. The Senate of the University of Toronto shall be invited to appoint five of its members to be members of the Committee and they shall hold office during the pleasure of the Senate.

5. The members appointed as above provided shall constitute the Committee. Eight members shall constitute a quorum at a meeting of the Committee. Matters to be decided by the Committee shall be decided by a majority vote of the members present.

6. Should any question arise which would appear to any of the bodies whose representatives constitute the Committee to prejudice the harmonious relationship existing between the various constituent bodies of the University, the Board, the Senate of the University of Toronto, the Council of University College and the governing bodies of Victoria University, Trinity College, Knox College, Wycliffe College and St. Michael's College or any one of such constituent bodies may refer such question to the Committee for consideration and report to the Board. The Secretary of the Committee shall forthwith notify the Board and the bodies whose representatives constitute the Committee of the reference enclosing a copy thereof and shall forthwith call a meeting of the Committee by giving to each member at least seven days' notice in writing of the time and place at which the meeting is to be held, to consider the reference and their report thereon. At the next succeeding meeting of the Board after the receipt of such notice and reference a time shall be fixed by the Board for the receipt and consideration of the Committee's report.

7. The Committee shall elect its Chairman and Secretary."

Upon motion of Mr. Morrow,

Seconded by Mr. Osler,

It was Resolved -

That By-Law No. 39 be approved in the revised form drafted by Chief Justice Robertson and the University Solicitor, as set out above.

Revisions
to By-Law
No. 29 re
Board
procedure

Regarding the proposed revisions to By-Law No. 29 respecting procedure at Board meetings, the Bursar stated that the University Solicitor thought these adequately covered the matter. Completion of the By-Law was further deferred until it is ascertained whether any additional changes are deemed necessary.

Report of
Executive
Committee

The Board confirmed the action of the Executive Committee as set out in the following report, and approved the separate recommendation made by the President for the appointment of Miss A. M. Hammill in the Ontario College of Education:-

Report of
Executive
Committee
(Cont'd)

"To the Board of Governors,
University of Toronto.

April 22, 1943.

Appoint-
ments

A - Appointments

(1) We have approved the following appointments, all within the
Estimates:-

Faculty of Medicine:

J. B. Bateman	- Research Assistant in Banting and Best Depart- ment of Medical Research, April 1 to June 30, 1943 - (from National Research Council Grant \$1,000 per an. (from Medical Research Banting Fund \$1,400 " ")
Mrs. R. Partridge	- Research Associate in Physiology, April 1 to 30 June, 1943 (from N.R.C.grant)\$2,020 per an.
Miss E. J. Reed	- Research Assistant in Physiology, April 1 to 30 June, 1943 (from N.R.C.grant)\$1,560 per an.
Miss N. R. Hearn	- Technical Assistant in Physiology, April 1 to 30 June, 1943 (from N.R.C.grant)\$ 800 per an.

Faculty of Applied Science and Engineering:

R. R. Service	- Research Assistant in Mechanical Engineering May and June, 1943 \$175 per mo.
Civil Engineering: Municipal & Structural:	
E. T. Williams) Research Assistants \$150 " "
W. G. MacElhinney) May and June, 1943 \$150 " "

Ontario College of Education:

Miss A. M. Hammill	- Professor of Home Economics, from July 1, 1943 \$4,700 " an.
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Department of University Extension:

S. G. Murray	- to be substituted for Professor H. A. Innis in the list of instructors for Pass Course for Teachers.
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Transfers
in appro-
priations

B - Transfers

(1) We have approved the transfer of \$1,600 in the Department of
Pathology and Bacteriology from the appropriation for "Supplies and
Apparatus" to that for "Alterations in Museum" for the installation of
a ventilating system.

(2) We have approved the transfer of \$244.81 from the research ap-
propriation of the Department of Electrical Engineering to that of the
Department of Chemical Engineering.

Additional
appropria-
tions in
University
Extension

C - Department of University Extension

We have approved an additional grant of \$450 for the appropriation
for "Extra Clerical Assistance", of \$700 for the appropriation for
"Office Expenses", and of \$100 to the appropriation for "Advertising".

(Sgd) D. Bruce Macdonald
Chairman of the Board.

(Sgd) H. J. Cody,
President.

(Sgd) F. K. Morrow,
pro Chairman of the Finance Committee."

The following recommendations made by the President
were approved:-

Leave of
absence
to Dr. W.
E. Blatz

That leave of absence on full salary be granted to Dr. W. E. Blatz,
Director of the Institute of Child Study, from May 1st to September 15th,
1943, in order that he may accept the invitation of the High Commissioner
for the United Kingdom to revisit England in connection with the continu-
ance of the Instruction of Nursery Staffs at the Birmingham Training Unit.

Dean Young's
resignation
as Professor
of Civil En-
gineering
and appoint-
ment of
Professor
T.R.Loudon

That in view of the onerous duties entailed in the dual position of Professor of Civil Engineering and Dean of the Faculty of Applied Science and Engineering, Dean Young's resignation as Professor of Civil Engineering be accepted as from July 31, 1943; and that Professor T. R. Loudon return at August 1st at a salary of \$5,300 per annum, with the title of Professor of Civil Engineering and Aeronautics.

Retirement
of Miss L.
L. Ockley

That Miss L. L. Ockley, Professor of Home Economics and Supervisor of Women Students in the Ontario College of Education, be retired at June 30th, 1943, on account of ill health.

Honorarium
to Dr. W.
J. Dunlop
as Acting
Manager of
University
Press

That an honorarium of \$1,200 be paid to Dr. W. J. Dunlop for his services as Acting Manager of the University Press for the 12 months from July 2, 1942, to 30 June, 1943, as recommended by the Printing and Publications Committee; and the Secretary was directed to convey to Dr. Dunlop the best wishes of the Board upon his approaching marriage.

Faculty
Council
for School
of Hygiene

That a Faculty Council for the School of Hygiene be set up in accordance with the similar organization of other "Schools" in the University, subject to the approval of the Senate.

Communications were presented and dealt with as follows:-

Statutes
of Senate

From the Registrar transmitting Statutes of Senate -

Nos. 1566 -	respecting the	Courses of Study in the Faculty of Dentistry for the Session 1943-44
1573 -	"	" Courses of Study in the Faculty of Music for the Session 1943-44
1574 -	"	" Courses of Study in the School of Physics and Health Education for the Session 1943-44
1587 -	"	" Caroline Macdonald Bursary
1588 -	"	" Dental Students' Parliament Prizes

and these Statutes were approved by the Board.

Postpone-
ment of
fees for
Martin
Shubik

From Mr. J. McCulley, Headmaster of Pickering College, Newmarket, requesting a deferment of fees in the case of Martin Shubik, a British war guest at present attending the college, who is making application to write the scholarship examinations of University College.

Postpone-
ment of
fees for
Martin
Shubik
(Cont'd)

Upon motion of Dr. Gibson the Board approved the President's recommendation that authority be given for the postponement of the University fees until after the war.

Postpone-
ment of
fees for
Edward
Fraenkel

From Professor K. S. Bernhardt, as Chairman of the Placement Committee of the University of Toronto Women's War Service Committee, requesting a deferment of fees in the case of one of their British war guests, Edward Fraenkel, who desires to enter the Faculty of Applied Science and Engineering this Fall. Upon motion of Dr. Gibson the Board approved the President's recommendation that the fees of this boy be postponed until after the war.

Approval
of fee
for men
in the
Merchant
Marine
taking
Corres-
pondence
Courses

From Dr. W. J. Dunlop, stating that men in the Merchant Marine were beginning to apply for Correspondence Courses, and recommending that as he considered them as being on Active Service they be supplied with these courses in Arts subjects at a nominal fee of \$1.00 per subject, which is the rate charged to members of His Majesty's Forces. The Board approved of Dr. Dunlop's recommendation.

Approval
for pro-
ceeding
with an
official
biography
of late
Sir Fred-
erick
Banting

Also from Dr. Dunlop, as Acting Manager of the University Press, stating that the manuscript of a biography of the late Sir Frederick Banting, written by an undergraduate, had been submitted to the Printing and Publications Committee but had not been accepted for publication, and that the incident led to a discussion of producing an official biography. As this whole matter has been under consideration for some time the Board were of the opinion that such a biography should be proceeded with as soon as possible and they referred the matter to the President and Mr. Morrow for consideration and report.

Return by
Dr. W. R.
Franks of
portion of
salary on
account
of R.C.A.F.
appoint-
ment

From Dr. C. H. Best transmitting the sum of \$2,806.60 from Dr. W. R. Franks of the Banting and Best Department of Medical Research, being a refund of a portion of his salary on account of his R.C.A.F. appointment, and approval was given for crediting this amount to the Medical Research Banting Fund.

Approval of Mr. Fisk's suggestion to pay \$75 monthly re ground rent and arrears of No. 23 Scott St.

From the University Solicitor enclosing copy of a letter from Mr. A. D. Fisk in which he made a proposal to pay \$75 a month during 1943 in connection with the ground rent of No. 23 Scott Street. Upon motion of Dr. Gibson the Governors approved of this arrangement on the understanding that the amount would be applied on account of arrears and current rent.

Legislative Grants to University for 1943-44

From Dr. G. F. Rogers, Deputy Minister of Education, advising that the Provincial Estimates for 1943-44, recently passed by the Legislature, contained the following items:-

University of Toronto to provide in the Ontario College of Education for the training of High School Assistants and for graduate courses of instruction in education and for such other courses for certificates of the Department of Education as the Minister of Education may direct	- \$ 255,000.00
Special grant to University of Toronto (to be paid as may be directed by the Lieutenant-Governor in Council)	- \$1,100,000.00
University of Toronto (R.S.O. 1937, Chapter 372, Section 129)	- 500,000.00
University of Toronto (R.S.O. 1937, Chapter 372, Section 9, Subsection 3)	- 7,000.00
University of Toronto, Special Grant for Deficit Account	- 100,000.00

The Secretary presented a draft of a proposed acknowledgment to Dr. Rogers expressing the Board's appreciation of the grants allotted to the University, and this was approved.

Letter of thanks from Mrs. Dilworth

From Mrs. R. J. Dilworth expressing sincere appreciation of the kind message of sympathy from the Board upon the death of her husband.

Letter of thanks from Mrs. Holmes, daughter of Dr. J. H. Elliott

From Mrs. C. P. H. Holmes, daughter of the late Dr. Jabez H. Elliott, Professor of the History of Medicine, conveying thanks for the cheque transmitted to her in payment of a portion of the stipend which would have been paid to her father for the present Session.

Audited statements of U. of T. Women's War Service Committee

From Mrs. Duncan B. Gillies, Treasurer of the University of Toronto Women's War Service Committee, transmitting the audited statements for their Central Committee and the Sub-Committee for British Overseas Children for the year ended December 31, 1942, which were received by the Board.

Donations -

Donations were reported as follows and were accepted with thanks and appreciation:-

Rockefeller Foundation:

\$1,250.00 (Can. funds) for Field Training Facilities in the School of Hygiene

750.00 (Can. funds) for Nutrition Survey in the School of Hygiene.

Miscellaneous:

\$3,340.00 from the Department of National Defence for Air in payment of tuition for instruction to personnel of the R.C.A.F. in Radio Mechanics' Courses Nos. 10 and 12.

500.00 from the National Research Council as an accountable advance for Project M.P. 20 (formerly Project M-1003) directed by Professor G. H. W. Lucas, Pharmacology.

25.00 promised by the International Accountants' and Executives' Corporation of Canada for a continuance of their bursary.

Provision
in Ontario
Government
Estimates
for Provin-
cial Schol-
arships

In connection with the sum of \$60,000 provided in the Ontario Provincial Estimates for the year ending 31 March, 1944, for Provincial Scholarships for admission to Universities, the President informed the Board that the Minister of Education had suggested a remission of fees of \$50 being allowed by the Universities to each student awarded a Provincial Scholarship. The President further stated that a meeting was shortly to be called by the Minister of Education to discuss this matter with representatives of the various Universities.

Tribute
to the
late Dr.
T.A. Russell
in letter
received
by Col. F.
H. Deacon

The President presented a letter from Colonel F. H. Deacon, in which he enclosed an extract from a letter received from his son Donald, who was on leave in Scotland. While there he visited the most famous Scottish Shorthorn herds where he heard a lot about the late Dr. T. A. Russell. He gathered that Dr. Russell was one of the most highly regarded men that have had anything to do with Shorthorns, and breeders there think of him as the greatest man that ever lived. The Board directed the Secretary to convey to Colonel Deacon their appreciation of his thoughtfulness in this matter.

Presentation
of monthly
Financial
Statement
in revised
form

In connection with the proposed amendments to By-Law No. 29 respecting Board procedure, the Bursar presented for the first time the monthly financial statement in the revised form approved by the Board. This statement, which the Board decided to consider more fully at the next meeting, contains the following reference:-

"Site lands, buildings and contents - \$12,477,622.94"

Revised
Financial
Statement
(Cont'd)

This gave rise to the question of the valuation attached to the various buildings and contents, and the Secretary was requested to ask the Superintendent of Buildings and Grounds, Colonel LePan, to be present when the valuation of the buildings is being discussed.

Alterations
in Simcoe
Hall to pro-
vide
increased
accommoda-
tion in
ladies' wash-
room,
Bursar's
Office

The Bursar reported that owing to the large in-crease in the number of women in his office, the washroom and lavatory accommodation for them had become wholly inadequate. He stated that after discussing this matter with the Chairman of the Board, Dr. MacDonald had instructed the University Superintendent to prepare plans for enlarging the present quarters. These plans were submitted by the Bursar to the meeting, and the Superintendent estimated that the proposed alterations would cost \$2,400. The matter was referred to the Chairman and Dr. Gibson, Chairman of the Property Committee, who at the close of the meeting gave approval for proceeding with the work as soon as possible in an endeavour to have it completed within the present fiscal year 1942-43 so that the cost of the same could be charged to the funds of the present year.

Leaves of
absence
for war
service

The Bursar presented the following list, covering the period from January 1st to March 31st, 1943, of members of the staff who had been granted leave of absence for the duration of the war:-

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Date of Leave</u>	<u>Rank</u>
<u>ADMINISTRATION:</u>				
Holditch, Murray	Bookkeeper	Bursar's Office	Jan., 1943	R.C.A.F.
Cook, Miss M.	Clerk	Superinten- dent's Office	Mar., 1943	W.R.C.N.S.
Woods, Miss D.A.	Stenogra- pher	Registrar's Office	Jan., 1943	W.R.C.N.S.
<u>ARTS:</u>				
Lynn, Reuben	Storekeeper and Tech- nician	Botany	Jan., 1943	R.C.A.F.
<u>MEDICINE:</u>				
Dewan, J. G.	Research Fellow	Psychiatry	Mar., 1943	Capt., R.C.A.M.C.
Lugsdin, G. H.	Demonstrator	Psychiatry	Mar., 1943	Capt., R.C.A.M.C.
Macrae, H. M.	Associate	Ophthalmol- ogy	Feb., 1943	R.C.A.M.C.
Storton, C.	Prosector and Museum Technician	Anatomy	Feb., 1943	R.C.A.M.C. 18th General Hospital
Wrong, N. M.	Jr. Dem'r	Medicine	Jan., 1943	R.C.A.M.C.

Leaves of
absence
for war
service
(Cont'd)

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Date of Leave</u>	<u>Rank</u>
<u>APPLIED SCIENCE:</u>				
Mowat, Ross	Lecture Assistant	Chemical Eng'g	Mar., 1943	R.C.A.
<u>UNIVERSITY PRESS:</u>				
Storey, Miss M.S.	Clerk	Editorial	Feb., 1943	Censorship Dept. (German Div'n) Ottawa
<u>ROYAL ONTARIO MUSEUM:</u>				
Burgess, Miss F.	Switchboard Operator		Mar., 1943	W.R.C.N.S.
Roycroft, W. R.	Guard		Dec., 1942	R.C.A.F.

NOTE: Total number now on leave of absence, including
Women's Divisions, 216.

Resolution
of thanks
to Mr. B.
Neilly
for dinner
at York
Club and
visit to
Connaught
Laborator-
ies

Upon motion of Mr. Morrow,

Seconded by Mr. Osler,

It was Resolved -

That the Governors hereby extend to Mr.

Balmer Neilly their sincere appreciation of the delightful
dinner tendered by him at the York Club on the evening of
Thursday, April 8th, and their thanks for the opportunity of
visiting the Connaught Laboratories afterwards, which proved
to be most interesting and profitable.

Authority
for invest-
ment in
Fourth
Victory
Loan

Authority was given for the investment of ap-
proximately \$225,000 in the forthcoming Fourth Victory Loan, and in the
event of further funds being received which might be added to the above
amount Mr. Ross, Chairman of the Finance Committee, and the Bursar were
authorized to invest the additional sum.

Indefinite
M.B.

The meeting adjourned at 5:30 p. m.

Minutes confirmed.

May 13th 1943

[Signature]
Chairman.

Minutes of the meeting of the Board of Governors
held in the Board Room, Simcoe Hall, on Thursday, May 13th, 1943, at
4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Hon. Dr. Ferguson

Mr. Bryce
Chief Justice Robertson
Mr. Ross
Mr. Osler
Mr. Neilly

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Morrow
Mr. LaBine
Hon. Dr. Bruce

Mr. Rogers
Dr. Anderson

The following resolution was passed in connection with the death of Mr. R. O. McCulloch:-

"It was moved by Mr. Bryce,
Seconded by Hon. Dr. Ferguson,
And Resolved -

That the members of the Board of Governors place on record their sense of the loss sustained by the University in the death of Mr. Robert O. McCulloch of Galt, for twelve years a member of this Board. A graduate of this University, he began the practice of law in Toronto but soon returned to his native place, the town of Galt, where he entered his father's great business, carried on under the name of Goldie and McCulloch. His wise and kindly business administration, his sense of public service to his community, his position in the world of banking and insurance, made him an outstanding citizen of this Dominion. He brought to the work of the Board of Governors great experience, a wide knowledge of human nature, and an upright and kindly character.

To his widow and family the Governors of the University extend their sincere sympathy."

The minutes of the last meeting were read and confirmed.

Resolution of
condolence on
the death
of Mr. R.
O. McCulloch

Presentation of monthly financial statement in revised form

Arising out of the minutes the Bursar again presented the University Financial Statement, together with copies in mimeographed form of the Financial Schedules from the University's Annual Report for the year ending June 30th, 1942. Owing to the amount of time necessary for a full consideration of this matter it was decided to hold it over to a later meeting. Copies of the Schedules were distributed to the members present and the Bursar was instructed to send a copy to those unable to attend the meeting.

Report of Executive Committee

The Board confirmed the action of the Executive Committee as set out in the following report:-

"To the Board of Governors,
University of Toronto.

May 13, 1943.

Appointments

A - Appointments

(1) We have approved the following appointments, all within the Estimates:-

Faculty of Medicine:

M. R. Abel - Demonstrator in Anatomy, April 11 to June 19, 1943 \$250

School of Hygiene:

Miss J. Lock - Assistant in Physiological Hygiene, April 1 to June 30, 1943 (National Foundation for Infantile Paralysis Grant) \$960 per an.

Public Health Administration:

R. G. Struthers - Associate, May 1 to June 30, 1943 (\$1,000 from Rockefeller Fund I and \$2,000 " " " 11) \$3,000 per an.

O. C. Powers - Lecturer, April 22 to June 30, 1943 (from Rockefeller Fund II) \$3,500 " "

Transfers

B - Transfers

(1) We have approved the transfer of \$560 from the Salaries Account in the research appropriation of Mechanical Engineering to the Expense Account in Chemical Engineering; and also the transfer of \$200 from the Publications Account to the Expense Account in the research appropriation of Chemical Engineering.

Appointments in University Extension

C - Department of University Extension

(1) We have approved of one appointment in the course in Occupational Therapy, and two alterations in the appointments to the Correspondence Courses, Pass Course for Teachers.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President.

(Sgd) Geo. H. Ross,
Chairman of the Finance Committee."

The following are the appointments in the Department of University Extension referred to in clause C of the foregoing report:-

Appoint-
ments in
University
Extension

Course in Occupational Therapy:

Mrs. O'Greta McNeil - Pianist (10 classes) \$10
Correspondence Courses, Pass Course for Teachers:
(emendations to list of November 7th)

S. G. Murray - to be substituted for H. A. Innis as
Instructor, Third Year Economics
D. J. McDougall - to be added as Instructor, Second Year
History.

Appoint-
ment of
Dr. R.W.I.
Urquhart
as Custod-
ian of
Records
of the
late Sir
Frederick
Banting

In connection with the preparation of an official biography of the late Sir Frederick Banting, which has been under consideration for some time and which was referred to the President and Mr. Morrow, the Board approved of the President's recommendation that Dr. R. W. I. Urquhart be appointed Custodian of Records in this connection, this not to include, however, the medals which are at present held by the Bursar nor the Banting Golden Book which is in process of preparation.

Other recommendations of the President were approved as follows:-

Additional
appropria-
tions in
Dentistry
re the
accelerated
courses

That an additional sum of \$16,500 be authorized in the Faculty of Dentistry in connection with the accelerated courses to cover the following items:-

"Supplies for Infirmary and Laboratories"	\$ 5,000.00
"Building and Maintenance"	1,000.00
"Salaries"	10,448.35
	<u>\$16,448.35</u>

Additional
vote in
the Press

That the sum of \$24,000 be added to the appropriation for "Wages" in the University Press.

Resigna-
tion of
Professor
John L.
Synge

The President presented a letter from Professor John L. Synge tendering his resignation, effective June 30, 1943, as Head of the Department of Applied Mathematics in order to accept an appointment as Professor of Mathematics and Chairman of the Department of Mathematics at the Ohio State University, Columbus, Ohio. This resignation was accepted with much regret, and the Secretary was asked to convey to Professor Synge the Board's appreciation of his many years of valued service to the University and their sincere wishes for success in his new position.

Other communications were presented and dealt

with as follows:-

Agreement
with the
Dominion
Govern-
ment re
aid to
students
and grant
towards
acceler-
ated
courses

From Mr. R. F. Thompson, Supervisor of Training, Department of Labour, transmitting an agreement between the Department and the University covering assistance by the Dominion Government for 1943-44 to students in Medicine, Dentistry, Engineering and Science, together with payments towards the cost of accelerated courses; and authority was given for the signing of this agreement on behalf of the Governors.

Authority
to sign
Bond of
Indemnity
for cheque
issued to
Connaught
Laborator-
ies by
Province
of Saskat-
chewan
and sub-
sequently
lost

From Mr. K. E. Allen, Comptroller of the Connaught Laboratories, stating that in connection with a cheque issued to them by the Province of Saskatchewan and subsequently lost the Province would not accept the signatures of the officers of the Connaught Laboratories on the bond of indemnity for double the amount, but required the bond to be signed on behalf of the Governors.

Upon motion of Mr. Neilly,
Seconded by Mr. Ross,
It was Resolved -

That authority be and it is hereby given for the execution by the Chairman of the Board and the Bursar, on behalf of the Governors, of the Bond of Indemnity required by the Province of Saskatchewan before a duplicate cheque can be issued to replace cheque No. 51879 for \$817.00 dated February 28, 1938, drawn in favour of the Connaught Laboratories and subsequently lost.

Approval
of payment
by the
Connaught
Laborator-
ies of
certain
amounts
in conn-
ection
with
Pension
Fund

Also from Mr. Allen transmitting a request of Mr. Neilly that the Connaught Laboratories pay the Bursar's Office the amount of their accrued liability to the University Pension Fund, which now stands at \$11,600. This request was approved, and in order to eliminate the payment of interest on contributions to the fund, authority was given for these contributions to be paid quarterly, this arrangement to be effective as of July 1st, 1943.

National
Selective
Service
Regula-
tions

From Mr. J. W. Temple, Manager, Unemployment Insurance Commission, Toronto, advising that in connection with the National Selective Service regulations their legal department at Ottawa had advised that "employment by the University of Toronto, or by any of the affiliated colleges, is not regarded as employment by the Government of Ontario,

National
Selective
Service
Regula-
tions
(Cont'd)

and therefore the University and Colleges are subject to the National Selective Service Civilian Regulations in all respects". After discussing the matter, particularly the rulings of the Government in previous cases in exempting the University from certain regulations on the ground that it is an arm of the Government, the Board instructed the Secretary to refer the matter to the University Solicitor for his consideration.

Ontario
College
of Educa-
tion
Estimates

From Dean Althouse enclosing the Estimates of the Ontario College of Education for 1943-44, and these were referred to the Finance Committee for consideration and report.

Students'
Administra-
tive
Council
Estimates

From Miss A. E. M. Parkes, Acting Secretary-Treasurer of the Students' Administrative Council, transmitting the budget of the Council for 1943-44, and this was also referred to the Finance Committee for consideration and report.

Rockefeller
Foundation
Grant for
Social
Sciences

The President presented the following letter from the Rockefeller Foundation regarding a grant to the University for research in the social sciences, and this donation was gratefully accepted:-

"President H. J. Cody,
University of Toronto,
Toronto, Canada.

Dear President Cody:-

Action has now been taken by the officers to make available to the University of Toronto for the period of one year beginning approximately April 1, 1943, the sum of U.S. \$2,000 to assist members of the staff in continuing their research in the social sciences, as proposed by Professor Innis. The grant has been made in U.S. dollars rather than Canadian funds in the thought that this would be more convenient from the conversion angle under war conditions, especially if you should wish to have part withheld for expenditure in the States. Regardless, such arrangements for payment as you desire may be made by communicating with our controller, Mr. G. J. Beal.

I am glad to be able to inform you of this action.

Sincerely yours,
(Sgd) Roger F. Evans.

Associate Director, Social Sciences,
The Rockefeller Foundation."

Probable
donation
from Mr.
Lilly for
research

Mr. Neilly reported the possibility of Mr. Lilly of the Eli Lilly Company making a donation of \$20,000 to the University for research, and it was suggested that he and the President prepare the material in this connection for transmission to Mr. Lilly.

Donation
from Mr.
Leonard
Outer-
bridge
in School
of Law

The Bursar presented a letter and money order for \$50 from Mr. Leonard C. Outerbridge of St. John's, Newfoundland, which Professor Kennedy had handed to him for credit of a separate account in the School of Law to be known as "The Masten Scholarship in Company Law". However, in view of Mr. Outerbridge's statement that this donation was made towards "The Masten Memorial" the Board were of the opinion that it was intended for "The Masten Legal Essay Prize", recently established, and in order that there be no misunderstanding in this connection the President was requested to take the matter up with Professor Kennedy.

Donation
for Special
Awards in
School of
Architecture

The Bursar also presented a letter and cheque for \$50 from an anonymous donor for prizes to a Fifth Year student in the School of Architecture, and this donation was accepted with many thanks on the understanding that it be used for Special Awards in the School to be made upon the recommendation of the Head of the School.

Other
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$10,000.00	for Project F.E.6444 Physics, Burton-Pitt.
6,000.00	" " E.E. 1-9 (formerly C 1000-27, administered by Professor Gordon, Chemistry, but now under direction of Professor Wright)
5,000.00	" Project A.M.1, Dr. Bazett, Banting and Best Medical Research.
1,725.00	" Project P.E.5, under Professor Grayson Smith, Physics.
1,400.00	" Project C.W. 517, Dr. Gordon, Chemistry.
1,090.00	" " C.W. 548, Dr. Wynne, Bio-Chemistry.
1,000.00	" " C.W. 519, Dr. Burton, Physics.
819.60	" " N.M. 14, Dr. Solandt, Physiology.
550.00	" " C.W. 510, Professor Young, Bio-Chemistry.
500.00	" " N.M. 5, Dr. Best, Banting and Best Medical Research.
500.00	" Project M.P. 14, Dr. Haist, Physiology.
400.00	" " N.M. 12, Dr. Bateman, Banting and Best Medical Research.
350.00	" Project M.P. 17, Dr. Hoar, Physiology.
300.00	" " N.M. 13, Dr. Best, Banting and Best Medical Research.
250.00	" Project C.W. 503, Dr. Lucas, Banting and Best Medical Research.

Donations
cont'd)

Department of National Defence for Air:

\$50,000.00 advance payment to cover partial cost of accommodation, messing and class-room space for R.C.A.F. personnel undergoing training in the Pre-Air Training Course.
3,405.00 in payment of tuition for instruction of personnel of R.C.A.F. as Radio Mechanics.

Miscellaneous:

\$ 1,500.00 from the H. A. McTaggart Estate, which according to the bequest in the Will of the late Professor McTaggart is to be used for a prize in Physics.

Ontario
Govern-
ment
Scholar-
ships
and pro-
posed
remission
of fees

In discussing the question of a remission of fees to the extent of \$50 in the case of holders of the proposed Ontario Government Scholarships, the Board were sympathetic to the suggestion that this privilege be extended to students attending University College but not to those in the faculties which limited admissions in the First Year; and the whole matter was referred to the President for consideration and report after he had consulted the federated colleges.

Proposed
Statute
of Senate
re School
of Chinese
Studies

The President outlined a proposed Statute of Senate, Number 1592, respecting the establishment of a School of Chinese Studies at the University, which he stated would be considered by the Senate at the meeting to be held on May 14th.

Action
taken by
Connaught
Laborator-
ies for
the pro-
duction
of a
certain
product

Mr. Neilly reported the following action taken in connection with a request of the British Purchasing Agency in Washington for the production of a certain biological product by the Connaught Laboratories:-

"To the Chairman of the Board of Governors,
University of Toronto,
Toronto, Ontario.

Dear Sir:-

Yesterday two representatives of the British Purchasing Agency in Washington arrived at Connaught Laboratories desirous of contracting for all we could produce of a certain biological product that is urgently required overseas. We have made the product in quantity and are therefore quite familiar with the process and the requirements for quantity production, but we are already overloaded at the Laboratories. Moreover, to acquiesce means a further capital expenditure of roughly \$100,000.

Recognizing these difficulties, they continued to stress the urgent necessity, and Dr. Defries discussed the matter with his staff and the writer yesterday.

The decision reached was that if we were given a firm order for such part of their requirements as we could prudently undertake to produce, we would proceed.

Action
taken by
Connaught
Laborator-
ies re
certain
product
(Cont'd)

The order under consideration is on a basis that should cover our operating cost and approximately the capital expenditure involved. Any profit we could hope for will depend upon our ability to reduce the unit cost previously established by the Laboratories.

For reasons which need not be here enumerated, a 'yes' or 'no' answer was necessary by to-day at noon, and I authorized Dr. Defries, our Director, to proceed upon the basis outlined above.

Having confessed my sins, I now ask the Board's forgiveness and approval.

Yours very truly,

(Sgd) Balmer Neilly,

May 13th, 1943.

Chairman, Connaught Laboratories Committee"

Report of
Insulin
Committee
re manu-
facture
and sale
of Insulin
prepara-
tions in
U.S.A. and
dependen-
cies

Upon motion of Mr. Neilly,

Seconded by Hon. Dr. Ferguson,

The following report Number 30 of the Insulin Committee dealing with the manufacture and sale of Insulin preparations in the U.S.A. and dependencies was approved:-

"Report Number 30

12th May, 1943.

REPORT OF THE INSULIN COMMITTEE TO THE
BOARD OF GOVERNORS, UNIVERSITY OF TORONTO

WHEREAS in the U.S.A. the basic Insulin patent and all other patents owned by the University of Toronto covering the original form of Insulin have expired -

AND WHEREAS an Insulin testing laboratory has been established in Washington under the control of the U.S. Food and Drug Administration -

AND WHEREAS these developments have made it necessary and desirable to make some changes in testing and financial arrangements between the University of Toronto and its licensees -

AND WHEREAS it now seems possible and expedient to effect the necessary changes in a manner satisfactory to the University on the one hand and its several U.S. licensees on the other -

Your Insulin Committee has now to request authority to give effect to the following recommendations in the matter of licenses relating to the manufacture and sale of Insulin preparations in the U.S.A. and dependencies:-

1. Protamine Zinc Insulin

That the rate of 'Toronto' royalty on net sales of Protamine Zinc Insulin be reduced from Four per cent (4%) to Three per cent (3%) as from 1st January, 1940.

2. Insulin made from crystals and sold in regular market packages in or as in the form of Insulin U.S.P.

(a) That the rate of royalty on net sales of Insulin made from crystals and sold in regular market packages in or as in the form of Insulin U.S.P. be reduced from Five per cent (5%) to Four per cent (4%) as from 1st January, 1940.

(b) That as from 1st January, 1942, royalty at the rate of Four per cent (4%) of net sales of Insulin made from crystals and sold in regular market packages in or as in the form of Insulin U.S.P. be replaced by a testing and service fee amounting to 2½ cents per 1000 units of net sales of such Insulin, provided, however, that this change may be made ineffective, but not retroactively, by the giving of (and at the expiration of) three months' notice addressed in writing to the Licensees by the University, and provided further that any licensee desiring

to re-commence payment of the said royalty in lieu of the said testing and service fee will be entitled to do so by the giving of (and at the expiration of) three months' notice addressed in writing to the University by the licensee.

3. Zinc-Insulin crystals sold as such or sold in the form of bulk preparations of such crystals.

That in instances, if any, where a licensee sells zinc-Insulin crustals as such, or sells bulk preparations of such crystals, the royalty payable remain as specified in licenses, subject, however, to the understanding that collection of this royalty will be waived in special circumstances, for example in the case of sales by one licensee to another or sales to the Government of the U.S.A. for purposes of exports for the use of licensees overseas.

4. Insulin (other than Insulin made from crystals) sold in regular market packages in or as in the form of Insulin U.S.P.

(a) That the rate of royalty on net sales of Insulin (other than Insulin made from Crystals) sold in regular market packages in or as in the form of Insulin U.S.P. be reduced from Five per cent (5%) to Four per cent (4%) as from 1st January, 1940.

(b) That as from 1st January, 1942, the requirement that licensees submit samples to the University prior to sale of batches represented by the samples be considered and treated - in the case of Insulin (other than Insulin made from crystals) sold in regular market packages in or as in the form of Insulin U.S.P. - as no longer of any force or effect, and that collection of royalty on sales of such Insulin be discontinued, provided, however, that in any instances where a licensee desires to have any samples of such Insulin tested at the University prior to sale of the batch of Insulin represented by the sample, a testing and service fee will be payable by the licensee, this fee to amount to $2\frac{1}{2}$ cents per 1,000 units of net sales of the batch of Insulin concerned.

5. Bulk preparations of Insulin of U.S.P. type (other than Insulin made from crystals) sold in bulk, or bulk sales of amorphous extracts or concentrates from which such bulk preparations can be made.

That in instances, if any, where a licensee is interested in selling a bulk preparation of Insulin U.S.P. type (other than Insulin made from crystals), or in selling a bulk amorphous extract or concentrate from which such a bulk preparation of Insulin could be made, the requirement that licensees submit samples to the University prior to sale of batches represented by the samples be considered and treated (in the case of the bulk material concerned) as no longer of any force or effect, and that there be no collection of royalty on sales of such bulk material, provided, however, that in any instance where a licensee desires to have any sample of such bulk material tested at the University prior to sale of the batch represented by the sample, a testing and service fee will be payable by the licensee, this fee to be equivalent to five per cent of the licensee's net sales receipts from the bulk material so sold, subject, however, to the understanding that collection of the fee will be waived in special circumstances, for example in the case of sales by one licensee to another or sales to the Government of the U.S.A. for purposes of exports for the use of licensees overseas, and subject to the further understanding that the provisions of this item 5 are to be applicable throughout the period ending 30th June, 1946, at which time these provisions may be changed or renewed in such manner as may at that time be concluded as satisfactory to the University and the licensees.

(Note. - Throughout the above, the expressions 'zinc-Insulin crystals' and 'Insulin made from crystals' relate to any and all Insulin preparations made with the aid of processes patented by Scott (U.S. Patent No.2,143,590 of Jan.10, 1939).

All of which is respectfully submitted.

(Sgd) F. Lorne Hutchison,
Executive Secretary.

(Sgd) Balmer Neilly,
Vice-Chairman."

Current
Expendi-
ture

The Bursar presented the summary of Receipts and Expenditures for the month of April, and also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the balance of the month of May and the first part of the month of June. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Invest-
ment in
Fourth
Victory
Loan

Upon motion of Mr. Ross authority was given for the investment of \$250,000 in the Fourth Victory Loan, together with whatever funds might be made available by Mr. Neilly on account of the Connaught Laboratories; the final arrangements in this connection to be left with the President and the Bursar.

Indefinite
M.B.

The meeting adjourned at 5:30 p. m.

Minutes confirmed.

May 27th 1943

Samuel H. H. H. H. H.
Chairman.

Minutes of the meeting of the Board of Governors
held in the Board Room, Simcoe Hall, on Thursday, May 27th, 1943, at
4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Mr. Ross
Hon. Dr. Ferguson

Mr. Bryce
Chief Justice Robertson
Mr. LaBine
Mr. Neilly
Mr. Morrow
Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Rogers
Chief Justice Rose
Hon. Dr. Bruce

The Minutes of the last meeting were read and confirmed.

Arising out of the minutes consideration of the University Financial Statement was again deferred, to be the first order of business at the next meeting.

Also arising out of the minutes the Bursar read the following letter from the University Solicitor regarding the status of the University in connection with the National Selective Service regulations:-

"C. E. Higginbottom, Esq.,
Bursar, University of Toronto,
Toronto, 5.

Dear Mr. Higginbottom:-

RE: National Selective Service Regulations

In accordance with your instructions, I have considered this matter and give below my opinion.

Under the Selective Service Regulations, it is provided that an employee within the meaning of the Regulations shall not include a person employed by His Majesty in right of any Province.

Univer-
sity
Finan-
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National
Selec-
tive
Service
Regula-
tions

National
Selec-
tive
Service
Regula-
tions
(Cont'd)

You will remember that in 1940 at your request I took up with the Commissioner of Income Tax the question of the University's right to exemption from tax on the ground that the University is performing a function of Government. The Commissioner gave effect to this submission.

The grounds in support of the submission were set out in letters to the Commissioner of Income Tax of March 1st, April 3rd and April 13th, 1940, of which you have copies. After a draft of the letter of April 13th, 1940, was submitted to you, a clause was added pointing out that the University has been exempted by the Treasury Department at Washington from United States federal income tax as an educational and governmental institution, with respect to income of the University arising in the United States. This was mentioned in my letter to you of April 13th, 1940.

It would seem to me that the grounds on which the University claimed and was granted exemption in respect of income tax should also apply in the case of the Selective Service Regulations. I pointed out to you at the time the question of income tax was taken up that the matter is not free from doubt, but the status of the University as an arm of the Provincial Government was recognized in that case and I feel that this should apply in connection with the Selective Service Regulations. If you wish me to do so I shall be glad to take the matter up with the Selective Service authorities.

I understand that the Unemployment Insurance Commission made a ruling that the University is not subject to the terms of the Unemployment Insurance Act on the ground that it is an educational institution not carried on for gain. The University Press was also exempted from the operation of Order No. 223 of the Wartime Prices and Trade Board respecting the distribution and use of print paper within Canada on the ground that it is a part of the University and as such a non-profit organization.

Yours very truly,

May 26th, 1943.

(Sgd) Hamilton Cassels."

After discussing this matter the Secretary was instructed to request the Solicitor to make representations on behalf of the Board to the authorities at Ottawa with a view to establishing the University's position as an arm of the Ontario Government.

Report of
Executive
Committee

The Board confirmed the action of the Executive Committee as set out in the following report:-

"To the Board of Governors,
University of Toronto.

May 27th, 1943.

Appoint-
ments

A - Appointments

(1) We have approved the following appointments, all within the Estimates:-

School of Hygiene:

Miss M. Rutland

- Research Fellow in Physiological Hygiene,
May 10 to June 30, 1943 (Rockefeller
Fund 1) \$960 per an.

Transfers

B - Transfers

(1) We have approved the transfer of \$250 from the salaries to the supplies appropriation of the Department of Physiology.

(2) We have approved the transfer of \$288 from the supplies appropriation to the apparatus appropriation in the Department of Chemical Engineering, so that sixteen new lockers may be built.

Appoint-
ments in
Univer-
sity
ExtensionC - Department of University Extension

(1) We have approved of the appointment of eight examiners for the Correspondence Courses for Commercial Specialists, and have also approved a charge of \$3.00 per examination paper.

(2) We have approved one appointment in Physiotherapy, and the payment of an additional \$62.50 to Dr. Ruggles George.

Statutes
of
SenateD - Statutes

(1) Statute Number 1583 respecting the courses of study in the Ontario College of Education for the Session 1943-44.

(2) Statute Number 1594 respecting an amendment to Statute Number 1218 respecting the School of Nursing.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President.

(Sgd) Geo. H. Ross,
Chairman of the Finance Committee."

Appoint-
ments in
Univer-
sity
Extension

Following are the appointments in the Department of University Extension referred to in Clause C of the foregoing report:-

Correspondence Courses for Commercial Specialists:

Examiners at amounts to be determined later:

J. J. Bailey	- Penmanship
W. Baird	- Secretarial Practice and Shortland
L. S. Beattie	- Office Practice and Shorthand Methods
W. G. Bennett	- Bookkeeping Methods and Accounting Methods
W. J. Brown	- Business Correspondence, Theory of Economics, Money and Banking, History of Commerce
H. G. Harvey	- Accountancy and Bookkeeping
T. W. Oates	- Arithmetic of Investment, Business Arithmetic and Business Law
E. Paul Sutton	- Elementary Typewriting
<u>Course in Physiotherapy:</u>	
Mrs. D. A. Brown	- Supervisor of students' work in Physiotherapy, Toronto Western Hospital, for three months \$300.

The following recommendations of the President were approved:-

Honor-
arium to
L. E.
Jones,
Applied
Physics

That an honorarium of \$300 be paid to Mr. L. E. Jones, Lecturer in the Department of Applied Physics, for additional services rendered by him during the present Session.

That the following additional appropriations be granted:-

Additional
appropria-
tions

Registrar's Office:

"Salaries" - for services of an extra stenographer - \$ 100

Zoology:

"Ontario Fisheries Research Laboratory" - 300

University Press:

"Books" - \$30,000

"Printing" - 10,000

"Publications" - 2,000 - \$42,000

Communications were presented and dealt with as

follows:-

Payment of
wartime
bonus not
approved
on amounts
to those
in Medicine
due to
accelerated
courses

From Dr. Ryerson enclosing a list of the wartime bonus, worked out on a two months' basis, to be paid to those in the laboratory departments due to the accelerated courses in Medicine. This matter was discussed but in view of Government regulations not permitting the bonus to be added to honoraria, etc., the Board felt that they could not pay it in this case.

Regulations
of Faculty
of Arts re
registration
of students
in the
Session
1943-44

From the Registrar transmitting the following regulations of the Council of the Faculty of Arts respecting the registration of students in the Session 1943-44, and the Board concurred in the Senate's approval of these regulations:-

I

1. A male student will not be allowed during the Session 1943-44 to repeat any year of any course in which he may fail in May 1943, unless he can furnish satisfactory evidence that he is not required by the Armed Forces or by Selective Service.
2. A woman student will be allowed in the Session 1943-44 to repeat any year of any course in which she may fail in May 1943, unless, before the opening of next session, there is a change made in the Government regulations respecting women which would affect this regulation.

II

1. A male student enrolled in the First Year of an honour course who, under section 56 of the Calendar of the Faculty of Arts for the Session 1942-43, qualifies at the annual examination in May 1943 for admission to the Second Year of the Pass Course, will not be reported to the District Officer Commanding in the list of students who fail at the annual examinations.
2. A male student enrolled in the Second or Third Year of an honour course who, under section 59 or 61 of the Calendar of the Faculty of Arts for the Session 1942-43, is admitted to the Third or Fourth Year respectively of the General Course, will not be reported to the District Officer Commanding in the list of students who fail at the annual examination.

3. A student who fails at the annual examination of the First Year in the Faculty of Medicine in May 1943, will not be considered for admission to the Second Year of the Pass Course in the Faculty of Arts unless he can furnish satisfactory evidence that he is not required by the Armed Forces or by Selective Service.

Agreement
re Pre-
Aircrew
Education-
al Instruc-
tion

From the Superintendent enclosing agreement between the University and the Minister of National Defence for Air in connection with accommodation and meals for Pre-Aircrew Educational Instruction, and approval was given for the signing of this agreement on behalf of the Governors.

Letter of
thanks
from Mrs.
McCulloch

From Mrs. R. O. McCulloch conveying deep gratitude for the resolution of condolence in connection with the death of her husband.

Donation
of Mr. L.
C. Outer-
bridge to
be used
for a
Company
Law Schol-
arship

In connection with the donation of \$50 received from Mr. Leonard C. Outerbridge, St. John's, Newfoundland, for a Scholarship in the School of Law, which was reported at the last meeting, the President stated that Professor Kennedy had assured him that this amount had been sent for a Company Law Scholarship, and not for the Masten Legal Essay Prize recently established, and the Board adopted Professor Kennedy's recommendation that it be known as "The Cornelius Arthur Masten Scholarship in Company Law".

Other
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$ 600.00	for Project on Radioactivity and Mass Spectrometric Research by Dr. Keevil, Physics.
600.00	for Project B.E.1, Professor Duff, Botany.
500.00	" " M.P.15, Dr. Ham, Anatomy.
191.86	" " A.M.28, Dr. Kitching, Banting and Best Research
42.28	for Project M.I.122, Dr. Allcut, Mechanical Engineering.

Miscellaneous:

3,700.00	from Department of National Defence for Air re tuition fees of personnel of R.C.A.F. taking Radio Mechanics' Courses Nos. 12 and 13.
1,800.00	from the Canadian Red Cross Society as a donation to Institute of Child Study.
1,500.00	from Mrs. D. A. Dunlap for the David Dunlap Memorial Scholarships in Psychology and for Special Research work in that department.
350.00	from Toronto B'nai B'rith to cover the award of their scholarships for 1943-44.
150.00	from the Pan Hellenic Association for Prizes.
150.00	from the Dental Students' Parliament for their prizes in the Faculty of Dentistry.
25.00	from the Ontario Medical Association for their Prize in Preventive Medicine.

Financial
Statement
for
April

The Financial Statement for the month of April
in the revised form was presented and considered.

Balance in
Heparin
Account to
be paid to
Connaught
Laborator-
ies

The Bursar having informed the Board that there
was a balance of \$124.10 remaining at the credit of the "Canada Packers -
Heparin Research Account", authority was given, upon motion of Mr.
Ross, for payment of this amount to the Connaught Laboratories in view
of the fact that all previous payments from this fund had been made to
the Laboratories.

Result of
Fourth
Victory
Loan
Campaign
in the
University

The Bursar reported that the total amount sub-
scribed to the recent Fourth Victory Loan was as follows:-

<u>University:</u>		- \$250,000	
University employees:			
(a) with salary under \$3,000	417	- 42,400	
(b) " " over \$3,000	268	- 135,800	(including Ath- letic Associa- tion, C.O.T.C., etc.)
<u>Connaught Laboratories:</u>		25,000	
Connaught Laboratories employees:			
(a) with salary under \$3,000		- 17,800	
(b) " " over \$3,000		- 7,350	
Total		- <u>\$478,350</u>	

The Board thought this was a splendid response.

Report of
Committee
on the
Employees'
Pension
Fund

The following report of the Committee on the Em-
ployees' Pension Fund was read and approved:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

The undersigned, acting as a Committee upon the Pension
Scheme for the Administrative and Clerical Staff, begs to report as
follows:-

Your Committee has considered the question of refunds
of monies paid as the "University's Contribution" to this Pension
Fund. The University's contribution is a contribution to the fund
as a whole and not on behalf of any individual.

Your Committee therefore recommends that any contribu-
tion to the Pension Fund made by or on behalf of the University as
the University's contribution becomes part of the Pension Fund and
is not refundable.

Respectfully submitted,

(Sgd) M. A. Mackenzie
A. D. LePan
C. E. Higginbottom"

May 19, 1943.

Report Number 222 of the Property Committee was

presented as follows:-

"The Property Committee begs to report that it has held two meetings, one on Thursday, April 29th, following which the members met with Victoria College Board at dinner at Burwash Hall, and the other on Tuesday, May 25th, and submits the following recommendations for the approval of the Board:-

1. A. J. Maycock, Caretaker of the Household Science Building, reached the retiring age in November, 1941, but upon the recommendation of your Committee his appointment was continued for another year from July 1st, 1942, as the Superintendent stated that he was still capable of giving good service and that it was difficult to obtain a suitable successor on account of the war. For the same reasons the Superintendent again recommends that Maycock be appointed for another year from July 1st, 1943, and your Committee concurs in this recommendation.

2. The Superintendent of Buildings and Grounds reports to your Committee that the appropriation for 'Fuel' will fall short of meeting the cost of this item for the present year 1942-43 by approximately \$10,000.00, due to the lower temperature during the period October 1st to April 30th, and in some measure to the fact that the coal may not have been quite as high a grade.

Your Committee therefore concurs in the Superintendent's recommendation that the above amount of \$10,000.00 be provided as follows:-

Central Power Plant appropriations:

(a) An additional appropriation for 'Fuel'	- \$ 6,500.00
(b) A transfer from 'City Current' to 'Fuel' (made possible by a saving in the cost of electrical energy)	- 3,500.00
	<u>\$10,000.00</u>

3. The Superintendent has informed your Committee that he usually calls for tenders for coal about this time but that in view of the present situation nothing has yet been done in this connection. Your Committee recommends that the Chairman of the Property Committee be authorized to make necessary arrangements in this matter regarding the supply of coal for the year 1943-44.

4. Your Committee has given consideration to the request of the Royal Canadian Institute for a renewal of the lease of No. 198 College Street and begs to recommend that the Institute be allowed to continue as tenants at will at the present annual rental of \$25.00 on the following conditions:-

- (a) That should the University desire to take possession of the premises the Institute would vacate upon being given three months' notice.
- (b) That on terminating the tenancy at will the University pay the Institute the sum of \$12,000 for a release of any interest the Institute may have in the house or the lease.

5. Referring to the proposals made by Chancellor Brown of Victoria University in his letter of February 11th regarding the leases of Wymilwood and the Drynan property (Emmanuel College site), together with the property at No. 63 St. George Street owned by Victoria, a full discussion of this matter took place at a joint meeting of your Committee and the Property Committee of Victoria. Following this meeting your Committee again considered the whole matter very carefully, and while desiring to do everything possible to meet the wishes of Victoria begs to recommend that inasmuch as the advice of the University Superintendent is that it would cost about \$31,500 to rehabilitate the house at No. 63 St. George Street and furnish it, the University could not afford to purchase it, especially as it could be put to only a temporary use. Accordingly, your Committee further recommends that Victoria be given a renewal of the lease of Lot No. 67 at a reduced rental from \$1,100 to \$840 per annum for 21 years from January 1st, 1938, the expiry date of the previous lease.

Proposed
terms of
renewal of
lease of
Wymilwood

6. Regarding the request of Victoria University, embodied in the above-mentioned proposal, for a renewal of the lease of Wymilwood, 84 Queen's Park, for a further 21 years from June 1, 1943, at a reduced rental from \$975 to \$1.00 per annum, your Committee has considered this matter at length and feels that it cannot see its way to recommend this reduction in rental but thinks that Victoria should be given a renewal at the present rent of \$975 per annum.

Reduction
in ground
rent to
Wycliffe
College

7. In connection with the request of Principal Armitage of Wycliffe College for a reduction in their ground rent of \$900 per annum to a nominal payment or none at all, in accordance with similar arrangements with the federated colleges, your Committee begs to repeat its recommendation of March, 1942, that this request be granted and that Wycliffe's rent be reduced to \$1.00 per year, effective July 1st, 1943.

All of which is respectfully submitted.

May 25, 1943.

(Sgd) John J. Gibson,
Chairman."

The foregoing report was approved and Dr. Gibson, Chairman of the Property Committee, was authorized to continue negotiations with the Royal Canadian Institute along the lines recommended in the report.

In connection with Clause 7 covering a reduction in the ground rent to Wycliffe College, the Chancellor dissented to the Board's adoption of this recommendation.

*Indefinite
m.B.*

The meeting adjourned at 5:30 p. m.

Minutes confirmed.

June 10th, 1943

John J. Gibson

Chairman.

Minutes of the meeting of the Board of Governors
held in the Board Room, Simcoe Hall, on Thursday, June 10th, 1943, at
4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The Vice-Chairman	Mr. Ross
The Chancellor	Mr. Morrow
The President	Chief Justice Rose
Hon. Dr. Ferguson	Mr. Osler
Dr. Neilly	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. LaBine	Chief Justice Robertson
Mr. Duncan	Dr. Anderson
Hon. Dr. Bruce	

The Chairman extended congratulations, on behalf of the Board, to the following members in connection with the honours conferred upon them by His Majesty the King as follows:-

The Hon. H. J. Cody	- C.M.G.
F. K. Morrow, Esq.	- O.B.E.

In this connection the Secretary informed the Board that the following members of the staff had also been honoured in the King's Birthday List as follows, and that he had already conveyed congratulations to them:-

Dr. E. F. Burton	- O.B.E.
Dr. R. D. Defries	- O.B.E.
Dr. G. F. Wright	- M.B.E.
Dr. E. C. Black	- M.B.E.

The Chairman also extended congratulations to Mr. Balmer Neilly in connection with the honorary degree of LL.D. conferred upon him at the Convocation held on June 3rd.

The minutes of the last meeting were read and confirmed.

Congratulations extended to President Cody and Mr. Morrow re King's Honours

Members of the staff also honoured in the King's Birthday List

Congratulations extended to Mr. Neilly on receiving LL.D.

University
Financial
Statement
considered
and certain
questions
referred
to both
the Finance
Committee
and the
Property
Committee
in the
Autumn

Arising out of the minutes the University Financial Statement was again brought up for consideration. The question of the valuation attached to the various buildings was again discussed and was referred to both the Finance Committee and the Property Committee for consideration in the Autumn. The matter of deciding on a policy in connection with revenue attached to certain Scholarship funds was also discussed, and this was likewise referred to the Finance Committee for consideration in the Autumn.

Report of
Executive
Committee

The Board confirmed the action of the Executive Committee as set out in the following report:-

"To the Board of Governors,
University of Toronto.

June 10, 1943.

Transfers

B - Transfers

(1) We have approved the transfer of \$300 from the School of Hygiene Rockefeller Endowment Fund Surplus to the Department of Physiological Hygiene Supplies Account.

Appoint-
ments

C - Department of University Extension

(1) We have approved one appointment in the Pass Course for Teachers.

Statutes
of Senate

D - Statutes

(1) Statute Number 1572 respecting the courses of study in the Faculty of Medicine for the Session 1943-44.

(2) Statute Number 1584 respecting the courses of study in the Library School for the Session 1943-44.

(3) Statute Number 1592 respecting the School of Chinese Studies of the University.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President.

(Sgd) Geo. H. Ross,
Chairman of the Finance Committee."

Appoint-
ment in
University
Extension

The appointment referred to in Clause C of the foregoing report is as follows:-

Teachers' Classes - Pass Course for Teachers:

Dr. G. Tatham

- Third Year Geography

- \$75.00

The following recommendations of the President were approved:-

Resigna-
tion of
Miss N.
Mortimer

That the resignation of Miss Norma Mortimer, Secretary and Librarian of the School of Nursing, be accepted with regret as from 31 August, 1943.

Additional-
al payment
for Wm.
Smith in
Zoology

That William Smith, Laboratory Attendant and Stores Assistant in the Department of Zoology, be paid an additional allowance of \$300 for extra assistance during the present Session due to the absence of the Chief Laboratory Assistant on war service; payment to be made from the balance remaining in the appropriation for the latter's salary.

Appoint-
ment of
represent-
atives
to the
Council
of the
Faculty
of Den-
tistry

That the following members of the staff of the Royal College of Dental Surgeons be appointed as representatives on the Council of the Faculty of Dentistry for the Session 1943-44:-

Dr. Don W. Gullett
Dr. Harvey W. Reid
Dr. G. H. Campbell

Payments
from fees
received
for
Courses
in Facul-
ty of
Medicine

That payments be authorized as follows from the fees received for the following Courses in the Faculty of Medicine:-

Post Graduate Course in Industrial Medicine:

The University of Toronto	\$ 60.00
Dr. F. M. Bulmer	20.00
Dr. A. R. Riddell	20.00
Dr. O. A. Cannon	20.00
Dr. R. B. Robson	20.00
Mr. R. G. Elson	20.00
Dr. Harold Couch	40.00
Dr. D. Y. Solandt	25.00
Dr. W. H. Cruikshank	30.00
Dr. J. G. Cunningham	50.00
Dr. H. K. Detweiler	30.00
Dr. W. Scott	20.00
Dr. H. H. Hyland	25.00
Dr. E. E. Cleaver	20.00
Dr. J. A. Oille	25.00
Dr. K. McKenzie	25.00
Dr. R. I. Harris	25.00
Dr. W. W. Wright	25.00
Dr. R. F. Farquharson	40.00
Dr. G. L. Bird	20.00
Mr. H. E. Rothwell	10.00
Mr. J. H. Johnston	10.00
Mr. Alex. Hay	2.50
Mr. C. Hart	7.50
Total	- \$590.00

Course for Nurses in Special Technical Procedures:

Miss Evelyn MacFarlane	\$ 30.00
Dr. T. G. H. Drake	10.00
Dr. Harold Kinsey	40.00
Dr. Marjorie Davis	25.00
Dr. Allan Longmore	50.00
Dr. Herbert Wallace	40.00
F/L L. J. Epping	25.00
Dr. D. B. MacLaren	5.00
Total	- \$225.00

Communications were presented and dealt with as follows:-

Postpone-
ment of
fees of
Ernest
Hamley
until
after
the War

From Mr. J. S. Driscoll, Director of the Children's Aid Society of York County, stating that Ernest Hamley, a British war guest under their supervision, expected to receive his Senior Matriculation this Summer and enter the University in the Fall, and requesting consideration in connection with the payment of his fees. The Board ordered that the fees of this student be postponed until after the war.

Dividend
distribu-
tion by
Leaside
Engineer-
ing Com-
pany in
connection
with E.A.
Wallberg
Estate

From Mr. T. A. Morrow, Secretary of the Leaside Engineering Company, transmitting their financial statement for the fiscal year ended 28 February, 1943, and stating that the accumulated surplus would permit of the distribution of a dividend of \$8,000 to the beneficiaries of the E. A. Wallberg Bequest, viz: the University of Toronto and Augustana College and Theological Seminary. The University's share of the dividend would amount to \$6,000 and the Secretary was instructed to advise the Company that the Board desired to have this sum paid now.

Request of
Conserva-
tory of
Music to
redeem
debentures

From Mr. W. K. Gibb, Secretary-Treasurer of the Toronto Conservatory of Music, requesting to have \$2,000 of the Conservatory debentures redeemed as of 30 June, 1943. The Board approved of the retirement of this amount as of July 1 at 96 and accrued interest, without prejudice to the University's right to receive payment of the balance of the debentures in accordance with the terms thereof.

Purchase
by Con-
naught
Labora-
tories of
addition
to farm

From Mr. K. E. Allen, Comptroller of the Connaught Laboratories, transmitting certain documents in connection with the recent purchase from Miss J. I. Johnston of parts of Lots 24 and 25 in the Township of North York at a sum of \$7,500 paid by the Connaught Laboratories.

Letter of
thanks re
visit of
newspaper-
men from
Chile, etc.

From Mr. G. M. Geldert, Transportation Officer of the Wartime Information Board, Ottawa, expressing thanks and appreciation to President Cody for the many personal courtesies extended to the Chilean - Paraguayan - Cuban newspapermen during their recent visit to the University.

Letter of
apprecia-
tion from
Board of
Education,
London,
England, re
Dr. Blatz'
services

From Mr. R. Butler, Board of Education, London, England, convey-
ing appreciation of the University's generosity in granting leave of
absence to Dr. W. E. Blatz to return to England this Summer and continue
his remarkable work in connection with the Wartime Nurseries and the
training of Child Care staff.

Grant for
expenses
of Employ-
ees' annual
picnic

From Mr. F. M. Shepherd, Secretary of the University of Toronto
Employees' Association, requesting financial assistance in connection
with their annual picnic to be held at Centre Island on Saturday, July
10th, and the Board granted the sum of \$50 to help defray the expenses
of the picnic.

Use of
Aura Lee
Grounds
by Canada
Life Staff
Associa-
tion

From the Superintendent transmitting a request of the Canada
Life Assurance Company for the use of the Aura Lee Grounds by their
Staff Association for the Season of 1943, and authority was given for the
use of these grounds on the same conditions as last year, including a
rental of \$600.

Letter of
apprecia-
tion from
Wycliffe
College re
reduction
in ground
rent

From Principal Armitage of Wycliffe College expressing gratitude
at the action of the Board in reducing their ground rent to \$1.00 per
annum beginning July 1, 1943; and also a cheque from the Bursar of
Wycliffe for \$451.00 covering the ground rent from January to June, 1943,
on the present basis of \$900.00 per annum, plus \$1.00 for the year com-
mencing July 1st under the revised arrangement.

Letter re
University
College
deferred
for con-
sideration

From Principal Wallace enclosing a memorandum on the subject of
the place of University College in the Federation Scheme, and this was
deferred for consideration in the Autumn.

Donation
from Mr.
Eli Lilly
for
Medical
Research

The President presented a letter from Mr. Eli
Lilly of Indianapolis, Indiana, transmitting a cheque for \$40,000 (U.S.
funds) representing \$20,000 for 1942 and \$20,000 for 1943, as a donation
towards the Medical Research Fund of the University. Mr. Lilly stated
that this subject would be reviewed annually hereafter along the lines
suggested in his letter to Mr. Hutchison of 30 November, 1942. This

Donation
from Mr.
Eli Lilly
(Cont'd)

donation was accepted with sincere thanks and with appreciation of Mr. Lilly's interest in the work of the University, and the Board decided that this fund be known as "The Eli Lilly Medical Research Fund". In view of the fact that no expenditures were expected to be made in the immediate future it was ordered that this amount be invested, and the arrangement for such investment was left with Mr. Ross, Chairman of the Finance Committee.

Payment of
legacy for
"The John
M. Empey
Scholar-
ship Fund"
in Applied
Science

The Bursar presented a letter from Mr. Basil A. Ramsay, Solicitor on behalf of the Executors of the Estate of the late John Morgan Empey, together with a cheque for \$10,000 in full payment of the legacy under Mr. Empey's Will for "The John M. Empey Scholarship Fund" in the Faculty of Applied Science. In accordance with the terms of the bequest the Board decided that the capital of the fund should remain intact and that only the income should be used.

Other
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$ 5,000.00	for Project Med. 8, Professor J. Craigie, Connaught Laboratories.
1,000.00	for Project M.P. 26, Professor N. B. Taylor, Physiology.
500.00	" " C.W. 530, Dr. K. C. Fisher, Zoology.
500.00	" " N.M. 16, Dr. D. Y. Solandt, Physiology.
400.00	" " N.M. 12, Dr. J. B. Bateman, Banting and Best Research.
31.14	for Project M.I. 112, Dr. E. A. Allcut, Mechanical Engineering.

Miscellaneous:

\$30,000.00	from Department of Labour, Ottawa, as first instalment re loans to students for period April 1, 1943, to March 31, 1944.
2,600.00	(U.S. funds) from John and Mary R. Markle Foundation to continue Dr. Jaques' investigations on blood clotting and thrombosis.
1,467.33	from the Rockefeller Foundation towards cost of additional Teaching Personnel in School of Hygiene.
500.00	from Dr. Bruno Mendel for credit of the Bruno Mendel Fund in Banting and Best Research.
250.00	from Royal College of Dental Surgeons for credit of Harry R. Abbott Memorial Fund in Dentistry.
166.04	from Toronto General Trusts Corporation to be applied to the George Kennedy Scholarship Fund and the Sarah Kennedy Scholarship Fund in the sum of \$83.02 each.
150.00	from W. J. Ross, Esq., for credit of U.T.S. Parents' Association Scholarship.

Donations
(Cont'd)

Miscellaneous Donations (Cont'd):

\$ 120.00 from T. Eaton Company for credit of J. C. Eaton Memorial Scholarships at U.T.S.
100.00 from Delta Phi Epsilon Sorority for award of their Bursary for 1943-44.
100.00 from Canadian Lumbermen's Association towards White Pine Bureau Scholarship in Faculty of Forestry.

Granting
of degrees
in absentia
to students
on Active
Service
and fees
in connection
herewith

The Chairman informed the Board that he had received information regarding the question of granting degrees in absentia to students on Active Service and the payment of fees in connection therewith. After discussing this matter it was referred to the President for consultation with the Heads of the Colleges in order to obtain their views. The following memorandum was presented:-

"In any Honour Arts course which consists of four years, where a student has completed three years the University will grant the student his degree in absentia if the student is on active service, but only on payment of his full tuition fees for that year. In other words, the student pays tuition fees for a year when he gets no tuition, and is on active service for his country. If, on the other hand, he wishes to complete his course after the War the Government will pay his fees and grant him \$9.00 a week for board. The situation, in short, is that the student who is in a financial position to pay now for tuition which he is not getting will receive his degree in absentia, but the one who is not in such a fortunate position will either have to go without his degree, or complete his course at the Government's expense after the War."

Reduction
in amount
to be paid
by Ontario
College of
Pharmacy
for instruction
to students

In view of the decrease in the number of students attending the Ontario College of Pharmacy, owing to the war, the Board decided to reduce the amount of \$15,000 called for under the existing agreement by the sum of \$2,500., thus making the amount to be paid by the College for the Session 1943-44 \$12,500.

Current
Expenditure

The Bursar presented a summary of receipts and expenditures for the month of May, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of June and the first part of the month of July. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Proposed addition to University Forest Camp in Township of Sherborne, and intention of Provincial Government to erect buildings thereon for Forestry students and Rangers, details to be embodied in an agreement

The Bursar also presented correspondence from Dean Cosens of the Faculty of Forestry, emphasizing the desirability of the University acquiring an additional piece of property adjacent to the University Forest Camp in the Township of Sherborne, upon which the Provincial Government proposes to erect buildings this Summer for the accommodation of Forestry students and Rangers. The property in question consists of Lots 4 and 6, Concession A, Township of Sherborne. According to the Provincial Department of Lands and Forests Lot 4 is worth about \$700 and contains 43 acres; Lot 6 contains 79 acres and is worth about \$300; making a total valuation of \$1,000 for the two lots which are registered in the name of Margaret Julia Band. It is proposed to hold a Ranger Camp during the month of September. The Bursar informed the Board that he had attended a meeting convened by Mr. Cudney, Solicitor, Department of Lands and Forests, at which the following were present:-

Mr. Cudney	- Solicitor, Department of Lands and Forests
Mr. Sharpe	- Department of Lands and Forests
Mr. Sullivan	- also a Solicitor in the Department
Mr. Higginbottom	- Bursar of the University

Negotiations left with Mr. Morrow

when it was stated that the Government was anxious to have a formal agreement prepared with the University covering the services to be rendered by each party, but that it was not in a position to proceed with the agreement until the University had definitely obtained ownership of the additional strip of land mentioned above. In order to expedite the preparation of such an agreement the Board approved of the Bursar's suggestion that Mr. Morrow be given authority to carry on negotiations in connection with the purchase of the property.

Finance Committee Report No. 150

University Estimates

Upon motion of Mr. Ross,
Seconded by Mr. Osler,

The following Report Number 150 of the Finance Committee was approved, and it was resolved -

That the Board hereby approves of the Estimates for the fiscal year ending 30 June, 1944, as now submitted by the Finance Committee as follows:-

University
Estimates
Cont'd)

Expenditure	\$3,151,557.
Of which chargeable to Special Funds	147,172.
Chargeable to general revenue	3,004,385.
Estimated available general revenue	3,003,000.
Difference to be provided	1,385.
Estimated Wartime Bonus in 1943-44	100,000.
	<u>\$ 101,385.</u>

The following items, by arrangement with the Government, are included in the University Estimates:-

Royal Ontario Museum	\$ 81,000.
Special Grant to Toronto Conservatory of Music	11,500.
Bursaries	8,500.
City Taxes on non-educational property	7,500.
	<u>\$ 108,500.</u>

REPORT NUMBER 150 OF THE FINANCE COMMITTEE

The Finance Committee begs to report that it held three meetings - Wednesday, May 26th, Tuesday, June 1st, and Tuesday, June 8th - and after reviewing thoroughly the University's financial position for the coming year submits the following recommendations for the approval of the Board:-

University
Estimates
Cont'd)

1. Your Committee transmits herewith the Estimates of the University for the fiscal year 1943-44 after most careful scrutiny and consideration. The expenditures in all departments have been kept down to a minimum and every possible saving has been effected throughout, and your Committee recommends these Estimates for approval.

Estimates
of separate
units

2. The Estimates for the fiscal year 1943-44 of the following separate units have also been carefully considered by your Committee and are recommended for approval:-

- (a) Ontario College of Education
- (b) Toronto Conservatory of Music
- (c) University of Toronto Athletic Association
- (d) Students' Administrative Council
- (e) Hart House

Conservatory
Grant

In connection with the Estimates of the Toronto Conservatory of Music your Committee's recommendation for approval is based on the condition that the vote in the University Estimates in this regard does not exceed the sum of \$11,500.00.

Interest
allowed
on certain
funds

3. Your Committee has considered the matter of interest to be allowed on the following funds and begs to recommend that the rate of $3\frac{1}{2}\%$ fixed by the Board for the year 1941-42 be continued for 1942-43:-

- Connaught Laboratories Research Fund
- Eaton Endowment
- Insulin Committee Surplus
- Medical Research - Banting
- Medical Research - Best

Your Committee further recommends that the present interest rate of 2% being allowed on sundry uninvested balances be continued.

Renewal of
Canada
Permanent
Mortgage
Debenture

4. The Canada Permanent Mortgage Corporation has offered to renew for a period of five years from June 1, 1943, their Debenture No. R-2241 for \$500.00 held by the University for the Coleman Medal fund, and your Committee recommends the renewal of this debenture at the rate of $3\frac{1}{2}\%$ per annum quoted by the Corporation.

All of which is respectfully submitted.

June 8, 1943.

(Sgd) Geo. H. Ross,
Chairman.

Estimates
of separ-
ate units
to be
presented
in uniform
statement

In connection with the Estimates of the various separate units, it was suggested that the Bursar consult the University Auditors with a view to deciding on some uniform statement to be used by all these organizations in presenting their Estimates in the future.

Congratu-
lations to
Mr. Ross
on presen-
tation of
Estimates

Upon motion of Dr. Neilly,

Seconded by Mr. Bryce,

The Board congratulated Mr. Ross on the concise form in which he presented the Estimates, and thanked him for the time and thought given to them.

Deputation
to wait
upon the
Government

It was suggested by Dr. Neilly that a small deputation, consisting possibly of the Chairman of the Board and Mr. Ross, wait upon the Government in the near future in connection with the Estimates.

Report of
Sub-Committee
on Geophysics

Mr. Bryce presented the following report of the Sub-Committee on Geophysics:-

"The Committee met on Thursday, May 27, 1943. Members present: R. A. Bryce, Chairman, the President, and Messrs. Neilly, Morrow and LaBine. Professor Burton and the Bursar were also present.

Professor Burton presented details of recent developments re Geophysics in the Department of Physics and made certain recommendations, under the following heads:-

Negotiations
re joint
employment
of Dr. A. A.
Brant by
Government
and Univer-
sity

1. Negotiations are under way between Dr. H. C. Rickaby, Deputy Minister of Mines, and Professor Burton, regarding the joint employment of Dr. A. A. Brant, as member of the staff of the Department of Physics, and consultant for the Department of Mines. The final details have not yet been worked out, but roughly the arrangement will be that the Department of Mines will pay Dr. Brant a consulting fee, and have the first call on his services after his duties in connection with the Department of Physics are fulfilled. However, at the present time it leaves Dr. Brant's status the same as it has been during the past year or two.

Proposed
arrange-
ments re
employment
of Dr. N. B.
Keevil

2. Dr. N. B. Keevil, who came to the Department of Physics in 1939, worked for a few years under a grant from Mr. Hans Lundberg, and, since the contributions from the Viking Foundation were made to the University, his salary has been paid out of that Fund. Dr. Keevil's work, on the radioactivity of rocks and determination of the age of rocks by means of helium in rock samples, has received the approval of the Geological Society of America, as this Society gave Dr. Keevil a grant of \$2,500.00 for work during the present academic year, and they have made him another grant for the next academic year of \$4,200.00 to enable him to continue this same work. Of course, none of this grant is available for Dr. Keevil's salary.

Up to the present Dr. Keevil has held a sessional appointment, and it is now recommended that he be appointed to the permanent staff if arrangements can be made from the point of view of laboratory accommodation to extend this work.

3. It is Professor Burton's intention to offer a series of graduate rehabilitation courses to be made available to graduates in Mathematics, Physics, Engineering or Geology who are now on active service. These courses, undoubtedly, will be welcomed by the Government as a rehabilitation feature after the War. The courses now in mind will extend over one academic year and will deal with three subjects:-

- (a) Geophysics
- (b) Electronics (including ultra short waves and the electron microscope)
- (c) Spectrochemical Analysis

It is proposed to take in 20 to 25 graduate students under each of these heads for as many Sessions as the need lasts after the war. There is no doubt that employment along these lines will be available.

In particular the promise of employment in Geophysics is particularly evident.

4. In order to make possible the necessary advances in Geophysics it is absolutely necessary to have more space available than is even normally possible in the McLennan Laboratory, and consequently it is recommended that the Department of Physics be allowed to retain the house at 49 St. George Street in which to concentrate the whole work in Geophysics.

This house has been used, for the past year, by Professor Pitt and his corps of workers, who have carried out a war research to a very successful conclusion. It is possible that this particular work will come to an end in a month or so, but fresh investigations have been already initiated by Professor Pitt, at the suggestion of the Ottawa authorities, which will probably prolong the occupancy of the house into the next academic year. At any rate there is at present no assurance that it would be free for occupation as a residence at the beginning of the next term. But there is no doubt that a portion of Dr. Keevil's experimental equipment could be moved into certain rooms of 49 St. George Street if the policy of setting this house aside for Geophysics is decided on at once.

In this connection it may be pointed out that, under the grant to Professor Pitt, more than \$10,000 worth of equipment and laboratory facilities have been set up in a fairly permanent fashion in this house and it would be a calamity to tear all this down and move it out. Technically, of course, the movable pieces of apparatus belong to the National Research Council, but judging from the past practice re claiming apparatus used for such researches, we have practically never been asked to return to the National Research Council any of this material.

The definite recommendations made by Professor Burton are as follows:-

1. That the Board favour the principle of co-operation with the Department of Mines of the Province in the use of Dr. A. A. Brant's services. He is at the present time away in field work for the Department, using apparatus belonging to the Department of Physics, for which the Mines Department pays the University a generous rental.

2. That Dr. Keevil be appointed as Assistant Professor of Geophysics at a salary of \$3,500.00 per annum. He has been paid at the rate of \$3,600.00 as a sessional appointment since coming here.

Recommendations of Professor Burton (Cont'd)

Proposed separate budget for Geophysics

- 3. That the principle of offering Graduate Courses in the Department of Physics to returned men who are graduates of certain Departments be approved.
- 4. That the house at 49 St. George Street, which is already scientifically equipped, be definitely set aside at once as a laboratory for Geophysics in the University.

The Committee on Geophysics recommends that these suggestions of the Head of the Department of Physics be approved.

If the above action is taken, Professor Burton further recommends that a separate budget be set up for Geophysics, at present as an integral part of the Department of Physics. It is hoped, however, that in the course of a few years after the war, Geophysics may become an independent unit as an Institute of Geophysics or School of Geophysics, possibly under the joint direction of the Department of Physics, the Department of Geology, and the Department of Mines.

The budget suggested for this year for staff and expenses is as follows:-

Staff:

Professor L. Gilchrist	-	paid out of Physics	
Assistant Professor A. A. Brant	-		\$ 1,200.
(\$1,200 out of Physics)			
Assistant Professor N. B. Keevil	-		3,500.
			<u>\$ 4,700.</u>

Expenses:

Minor alterations to 49 St. George Street	\$ 500.
Credit for new apparatus (orders given but not expected to be filled until after the war)	2,500.
	<u>\$ 3,000.</u>

Against this expenditure we have the following credits:-

Balance in Geophysics Fund as of July 1, 1943	\$ 4,000.
Rental from Ontario Department of Mines for apparatus used in Summer of 1943 (approximately)	600.
	<u>\$ 4,600.</u>

Estimated cost of upkeep of No. 49 St. George St.

The Superintendent, Colonel LePan, estimates the cost of upkeep of 49 St. George Street (caretaking, heat, light, water, etc.) at \$2,200 per year. When he was using this house as a residence the income towards meeting the expenses of upkeep was about \$1,600.

Donations by Viking Foundation

As the Board is aware, the University has had from the Viking Foundation two donations of \$10,000 each, and one (in December, 1942) of \$5,000. Their attitude to the development of Geophysics here has been very friendly, and there is a good prospect that they will continue to grant us at least \$5,000. This would be practically certain if we can show them that we are really making an effort to foster work in Geophysics at the University of Toronto.

June 9, 1943.

(Sgd) Robt. A. Bryce,
Chairman of Committee"

Report approved in principle, to be considered again in Autumn

This report was approved in principle, the same to be considered again in the Autumn. The recommendations contained in the report in connection with the arrangements regarding Dr. A. A. Brant and Dr. N. B. Keevil were also approved.

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Upon motion of Mr. Ross,

Seconded by Mr. Bryce,

Mr. F. K. Morrow was appointed Acting Chairman of the Board for the Summer, during the absence from the City of the Chairman and the Vice-Chairman.

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Upon motion of Mr. Bryce,

Seconded by Dr. Neilly,

The following members of the Board were re-appointed as Trustees of the Banting Research Foundation for the three-year period commencing 28 July, 1943:-

The Rt. Hon. Sir William Mulock, K.C.M.G.
The Hon. & Rev. H. J. Cody, C.M.G., LL.D.
Dr. H. B. Anderson

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The President gave notice that he would move at the next meeting, in accordance with By-Law No. 23, for certain staff promotions and appointments.

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rocedure

Mr. Morrow gave notice that he would move at the next meeting for the revision of By-Law No. 29 respecting Board procedure, and the Secretary was instructed to request the University Solicitor to prepare the final wording of the By-Law, after consultation with Chief Justice Robertson, embodying the recent amendments approved in connection therewith.

*Indeped
Mr. B.*

The meeting adjourned at 5:50 p. m.

Minutes confirmed.

June 24th 1943

W. B. Mulock

Chairman.

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Minutes of the meeting of the Board of Governors
held, due to the heat, in the Senate Chamber, Simcoe Hall, on Thursday,
June 24th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President

Dr. Neilly
Mr. LaBine
Dr. Anderson
Mr. Osler

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Duncan
Chief Justice Rose
Mr. Ross

Mr. Rogers
Mr. Morrow

The Chairman informed the Board that he and Mr. Ross, Chairman of the Finance Committee, had had a very satisfactory interview with Dr. Duncan McArthur, Minister of Education, regarding the University Estimates for 1943-44.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes -

It was moved by Dr. Neilly,
Seconded by Dr. Gibson,
And Resolved -

That the following By-Law No. 40 be approved
to take the place of By-Law No. 29 respecting Board procedure:-

BY-LAW NO. 40

BE IT ENACTED by the Governors of the University of Toronto that By-Law No. 29 be and the same is hereby repealed and the following substituted therefor:-

By-Law No.
40 re Board
procedure
(Cont'd)

1. THAT an Executive Committee of the Board be and the same is hereby appointed consisting of three members as follows:-

The President (Convener)
The Chairman of the Board
The Chairman of the Finance Committee, or some other member of the Finance Committee appointed from time to time by the Chairman of the Finance Committee

The Bursar as Secretary.

This Committee shall have authority to consider and act for the Board in the following matters, viz:-

- A. Routine appointments within Estimates.
- B. Transfers in appropriations within Estimates.
- C. Additional appropriations in University Extension.
- D. Such additional routine matters as the Board may from time to time refer to it.

The Committee shall report any action taken by it in connection with such matters at the next Board meeting.

2. THAT the agenda at meetings of the Board shall be as follows:-

- (1) Report on absent members
- (2) Reading and confirming of minutes
- (3) Business arising out of minutes

(4) The President's Agenda

- A. Report of Executive Committee
- B. Appointments
- C. University Extension material
- D. Statutes of Senate

(5) The Bursar's Agenda

- A. Financial Statement
- B. Accountable Warrant
- C. General Business
- D. Documents and Agreements
- E. Donations
- F. Reports of Committees

(6) Miscellaneous business.

3. THAT the agenda be prepared so that the various matters shall be lettered, A.B.C. etc., and the sub-sections numbered.

4. THAT each member of the Board be provided with a folder containing a copy of the agenda for each meeting.

5. THAT all matters for presentation to the Board must be in the hands of the Bursar not later than noon of the Tuesday immediately preceding the Board meeting.

6. THAT a monthly financial statement be presented to the Board showing "Assets and Liabilities" and "Revenue and Expenditure" in such form as may be approved, from time to time, by the Board and by the University's Auditors.

7. THAT the first meeting of the Board in each month be reserved, as far as practicable, for the reception and discussion of Committee reports and the consideration of matters having to do with questions of general policy.

PASSED the Twenty-fourth day of June, 1943.

(Sgd) D. Bruce Macdonald,
Chairman.

Report of
Executive
Committee

The Board confirmed the action of the Executive Committee as set out in the following report, and approval was given to the Statutes of Senate listed therein:-

Report of
Executive
Committee
(Cont'd)

"To the Board of Governors,
University of Toronto.

Appoint-
ments

A - Appointments

(1) We have approved the appointments and promotions, as contained in the Estimates, including the sessional appointments.

(2) We have approved certain minor appointments in the School of Social Work.

(3) We have approved a number of appointments for the summer school in the Ontario College of Education.

Transfers

B - Transfers

(1) We have approved of the transfer, in the office of the Registrar, of \$600 from the appropriation for payment to examiners, and \$100 from the appropriation for Presiding officers and attendants, to the account for Printing and Supplies.

(2) We have approved of a number of transfers in the funds of the University College Women's Buildings.

Extension
appoint-
ments

C - Department of University Extension

(1) We have approved a number of appointments in the summer session of the Pass Course for Teachers.

Statutes
Senate

D - Statutes of Senate

(1) Statute No. 1585 respecting the courses of study in the Faculty of Applied Science and Engineering for the Session 1943-44.

(2) Statute No. 1586 respecting the courses of study in the Faculty of Forestry for the Session 1943-44.

(3) Statute No. 1589 respecting the courses of study in the Faculty of Household Science for the Session 1943-44.

(4) Statute No. 1590 respecting the courses of study in the School of Social Work for the Session 1943-44.

(5) Statute No. 1591 respecting the courses of study in the School of Graduate Studies for the Session 1943-44.

(6) Statute No. 1593 respecting the courses of study in the School of Nursing for the Session 1943-44.

(7) Statute No. 1595 respecting the Calendar of Admission Requirements and Scholarships for the Session 1943-44.

(8) Statute No. 1596 respecting the Council of the School of Hygiene.

(9) Statute No. 1597 respecting the Sir Albert Gooderham Fellowship in Preventive Medicine.

(10) Statute No. 1598 respecting the FitzGerald Memorial Fellowship in Medical Research.

(11) Statute No. 1599 respecting the Cornelius Arthur Masten Scholarship in Company Law.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President

(Sgd) G. A. LaBine,
for Chairman of the Finance Committee."

Appoint-
ments
referred
to in
report

The appointments referred to in sections (2) and
(3) of Clause A and in Clause C of the foregoing report are as follows:-

School of Social Work:

Lecturers for 1943-44:

Miss M. Bell - \$ 75
Dr. Gwen Mulock - 150
Miss M. Fleming - 37.50
Miss A.F. Carver - 50
Miss D. Hobden - 75

M. M. Cohn - \$ 75
B. W. Heise - 37.50
R. E. Mills - 75
Miss L. Gates - 50
Dr. G. Davidson - 25

Honoraria to Visiting Lecturers (names to be submitted later) - 50
Names of lecturers in Child Care, and Legal Aspects of Social Treatment to be submitted later - 150

Part-time lecturers in Case Work:

Miss D. Wilensky - \$300
Third part-time lecturer to be appointed - 300

Miss N. Thompsen - 300
- 300

Appoint-
ments
referred
to in
report
(Cont'd)

Ontario College of Education:

1943 Summer Session for High School Assistants:

Dean: J. G. Althouse, 11 weeks @ \$70 a week
Lecturers: (a) W. J. Loughheed B. C. Diltz
Miss H. B. St. John G. A. Cornish
J. D. Morrow E. L. Daniher
5½ weeks each @ \$70 a week
(b) J. A. Long) 3 weeks @ \$70 a week
Adrian Macdonald)
M. D. Parmenter 2 " @ \$70 " "
W. G. Bennett 1 week @ \$70 " "

Instructors of High School Classes:

A. G. Croal G. A. Cline
N. L. Murch W. R. Stewart
P. A. Petrie J. S. Carlisle
N. McLeod L. H. Newell
Miss E. J. Affleck A. D. Lockhart
6 weeks each @ \$70 a week

Principal of High School Classes and Lecturer in High School Assistants' Course:

A. C. Lewis 8 weeks @ \$70 a week

Part-time Instructor and Clerical Assistant:

Mrs. Louise Turnbull 11 weeks @ \$21 a week

Department of University Extension:

Summer Session - Pass Course for Teachers:

Instructors:

N. J. Endicott	- First and Second Year English	\$420
K. S. Bernhardt	- First Year Psychology	420
A. Lacey	- First and Second Year French	420
M. L. Northway	- Second Year Psychology	210
M. B. Arnold	- do.	210
D. G. Creighton	- Second and Third Year History	280
D. J. McDougall	- do.	280
G. W. Brown	- do.	280
H. S. M. Coxeter	- Second Year Mathematics	200
Griffith Taylor	- Third Year Geography	210
G. Tatham	- do.	105
D. F. Putnam	- do.	105
Miss M. Brookstone	- do.	200
W. T. Easterbrook	- Third Year Economics	420
W. J. McCurdy	- Third Year Philosophy	210
Rev. B. Sullivan	- Third Year Philosophy (M)	250
Florence A. Smith	- Second and Third Year English	420
N. W. Radforth	- Botany	420
M. D. C. Tait	- Latin	100
H. Boeschstein	- German	100

Courses in Pedagogy:

J. G. Althouse	- Science of Education	350
F. W. Minkler	- do.	350
J. A. Long	- Educational Psychology	350
Adrian Macdonald	- do.	350
C. E. Phillips	- History of Education	350
T. H. W. Martin	- do.	280
A. C. Lewis	- Educational Administration	280
R. W. B. Jackson	- do.	280

Transfers
re U.C.
Women's
Buildings

The transfers in the funds of the University

College Women's Buildings for 1942-43, referred to in Clause B of the report of the Executive Committee, are as follows:-

Transfers	From "Whitney Hall Wages, Cleaning, etc."	
to U.C.	To "Combined General Charges, Wages, Cleaning, etc."	- \$2,600
Women's	From "Hutton House Wages, Cleaning, etc."	
Buildings	To "Graduate House Wages, Cleaning, etc."	- 300
Cont'd)	From "Women's Union Furnishings"	
	To "Combined General Charges Furnishings"	- 310
	From "Graduate House Furnishings"	- \$100
	From "Hutton House Furnishings"	- 160
	To "Whitney Hall Furnishings"	- 260

adjustments within estimates for 1943-44 were approved upon the recommendation of the Executive Committee:-

Faculty of Arts:

Applied Mathematics:

Re-organization of the department and the transference of the sum of \$750 for "Clerical Assistance and Supplies" to that of the Department of Mathematics.

A. Weinstein to be Assistant Professor of Mathematics - no change in salary.

Botany:

The sum of \$100 to be added to the salary of Miss Hull, an Assistant, from "Greenhouse funds".

French:

J. G. Andison to be Associate Professor - no change in salary.

Faculty of Medicine:

Hygiene and Preventive Medicine:

Instead of two demonstrators at \$400 each, one Lecturer at \$400 and one Demonstrator at \$400.

Medicine and Clinical Medicine:

W. R. Campbell to be Assistant Professor - no change in salary.

Oto-Laryngology:

Junior Demonstrators, \$1,050, instead of \$900 - \$150 to be taken from "Research". This is due to return to Dr. McCart from overseas.

Pathological Chemistry:

Demonstrators and Assistants, \$1,250 instead of \$1,000 - \$250 to be taken from "Fellows".

Pharmacy and Pharmacology:

J. K. W. Ferguson to be Associate Professor - no change in salary.

Physiology:

Out of fund set aside for 2 Fellows, \$2,200, there is to be one Research Assistant at \$1,500 and one Fellow at \$700.

Surgery and Clinical Surgery:

Special Demonstrators, \$900 instead of \$750 - \$150 probably to be taken from fund for Assistant Fellows.

Faculty of Household Science:

A number of changes owing to Miss Roberts joining the R.C.A.F. and two of the staff having married.

School of Nursing:

New names for appointments of certain members of the staff.

Miss A. E. Reid - an additional sum of \$300 for salary, in lieu of residence accommodation.

School of Physical and Health Education:

J. E. McCutcheon - to be an Assistant Professor - no change in salary.

Staff pro-
motions
and appoint-
ments

In accordance with notice given at the last meet-
ing the President moved, seconded by Dr. Neilly, for certain staff pro-
motions and appointments, and these were approved as follows:-

Promotions from 1 July, 1943

		Salary per annu
<u>Faculty of Arts:</u>		
P. H. Brieger	- Associate Professor, Fine Art	\$2,800
French:		
J. G. Andison) Associate Professors	3,500
R. D. C. Finch)	3,800
B. Laskin	- Assistant Professor, Law (also in the School of Law) (\$400 additional for duration of war)	2,100
Mathematics:		
R. Brauer)	3,100
J. D. Burk) Associate Professors	3,100
H. S. M. Coxeter)	3,100
D. B. deLury) Assistant Professors	2,200
A. Weinstein)	2,600
H. R. MacCallum	- Professor, Philosophy	4,400
N. B. Keevil	- Assistant Professor in Geophysics, Physi cs	3,500
Dr. Norma H. C. Ford	- Associate Professor, Zoology	3,300
R. R. Langford	- Assistant Professor, Zoology (\$600 additional for duration of war)	950
<u>Faculty of Medicine:</u>		
B. Mendel	- Associate Professor, Banting and Best Department of Medical Research	(with- out salary)
Medicine:		
W. R. Campbell	- Assistant Professor	2,000
E. E. Cleaver)	250
H. A. Dixon) Associates	250
J. H. McPhedran)	250
W. A. Dafoe	- Associate, Obstetrics & Gynaecology	250
J. K. W. Ferguson	- Associate Professor, Pharmacy and Pharmacology (on war service)	3,600
R. M. Janes	- Associate, Surgery	250
<u>Faculty of Applied Science and Engineering:</u>		
W. C. Macdonald	- Assistant Professor, Chemical Engin- eering	2,500
S. R. Crerar	- Professor, Civil Engineering: Surveying & Geodesy	4,500
Engineering Drawing:		
W. B. Dunbar) Associate Professors	3,100
A. Wardell)	3,200
P. V. Jermyn	- Assistant Professor	2,600
I. W. Smith	- Assistant Professor, Mechanical Engineering	2,300
<u>Faculty of Household Science:</u>		
Miss E. I. Walker	- Assistant Professor, Food Chemistry	2,000
<u>Ontario College of Education:</u>		
Miss W. G. Barnstead	- Professor of Library Science and Director of Library School	4,600
Associate Professors:		
C. E. Phillips	- History of Education	4,700
Miss R. E. Ratz	- Home Economics	4,000
Miss H. B. St. John	- Modern Languages, and Supervisor of Women Students	4,400
Miss H. L. Bryans	- Assistant Professor, Physical Education	3,900
<u>School of Physical and Health Education:</u>		
J. E. McCutcheon	- Assistant Professor, Physical Education - Men	200

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Appointments from 1 July, 1943

	Salary per annum
<u>School of Chinese Studies:</u>	
Rt. Rev. W. C. White - Professor, Chinese Studies and Director of the School	\$2,000
<u>Ontario College of Education:</u>	
Miss C. R. Dean - Associate Professor, Home Economics	4,000
<u>Faculty of Dentistry:</u>	
Miss F. I. Fulton - Assistant to the Secretary (\$100 additional for duration of war)	1,200
<u>School of Nursing:</u>	
Miss E. K. Russell - Director and Professor	3,800
Miss F. H. M. Emory - Associate Director and Associate Professor	3,000
<u>Assistant Professors:</u>	
Miss W. L. Chute)	2,500
Miss N. D. Fidler)	2,500
Miss M. B. Millman)	2,500
<u>Library:</u>	
From 1 August, 1943, for duration of war:	
Miss A. Moulton - Assistant	1,200

For the Session 1943-44

<u>Library:</u>		
Mrs. E. Jacobsen)	Assistants	\$1,200
Miss M. Boyd)		1,200
<u>Athletics:</u>		
<u>Athletics & Physical Training - Men:</u>		
W. H. Martin - Gymnasium Instructor and Supervisor of Compulsory Physical Training, 10 mos.		2,700
J. E. McCutcheon - Gymnasium Instructor and Supervisor of Intramural Athletics, 10 mos.		2,600
W. W. Winterburn - Swimming Instructor, 10 mos.		2,600
C. Zwygard - Gymnasium Instructor, 8 mos.		1,100
W. Rimmer - Chief Locker and Attendance Clerk, 12 mos.		2,100
Miss K. Boyd - Clerical Assistant, 10 mos.		900
<u>Athletics & Physical Training - Women:</u>		
Miss D. N. R. Jackson)	Instructors in Physical Education, 12 mos.	1,000
Mrs. W. A. McCatty)		1,000
Miss W. Baxter - Swimming Instructor for Women, 7 mos.		1,200
Mrs. M. Graham - Clerical Assistant and Pianist, 8 mos.		800
Miss A. E. M. Parkes - Secretary-Treasurer, Women's Athletic Directorate, 8 mos.		300
<u>University Health Service:</u>		
<u>Women:</u>		
Dr. Jessie A. McGeachy - Assistant		1,400
Miss M. B. Jackes - Office Assistant		1,200
Mrs. M. Britton - Nurse		1,000
<u>Men:</u>		
H. A. Burnett - Assistant		1,300
E. S. Jeffrey)		1,000
K. E. Ferrie)	Staff Physicians	1,000
S. M. Campbell)		1,000
R. H. Thomas - Consultant Surgeon		200
J. M. Thomas - Office Assistant		1,500
Miss R. Ramsden - Nurse		1,100
W. Robertson - Orderly		600
C. E. Downs - Laboratory Technician		300

Appoint-
ments
(Cont'd)

Faculty of Arts:

Anthropology:

R. F. Fortune	- Lecturer	\$2,000
C. W. M. Hart	- Special Lecturer	200

Archaeology:

Special Lecturers:

Mrs. Dorothy B. Thompson	- Classical Archaeology	1,900
P. H. Brieger		300
Rt. Rev. W. C. White	- Chinese Archaeology	without salary

Astronomy:

Dr. Helen S. Hogg	- Lecturer and Research Associate	1,200
Miss R. J. Northcott	- Computer	1,450
Miss E. M. Fuller	- Secretary-Librarian	1,450
G. F. Longworth	- Observer	1,600
W. S. Armstrong	- Summer Assistant, July & August	150) per mo)
D. K. Norris	- Summer Assistant, July, August & September	100) per mo.)

Botany:

Lecturers:

A. J. V. Lehmann	- \$2,100	D. H. Hamly	- \$1,800
M. W. Bannan	- 1,800	N. W. Radforth	- 1,800
Miss D. F. Forward	- 1,700		

Miss M. B. Givens)	Technical Assistants	1,800
Miss C. B. Ross)		1,800
R. F. Cain	-	Curator and Demonstrator	1,800
L. Van Cleemput	-	Horticulturist	2,200
Miss L. Alward)	Clerical Assistants	1,400
Miss R. Hobberlin)		1,300
Miss K. L. Hull	-	Librarian and Teaching Assistant	1,400
D. S. Hull	-	Stockkeeper and Senior Laboratory Attendant (\$200 additional for duration of war)	960

Miss A. Vance	-	Laboratory Attendant	810
Mrs. Norah Nolan	-	Laboratory Attendant and Assistant	960
A. R. Gopal-Ayengar	-	Senior Demonstrator	800

Class Assistants:

A. R. Gopal-Ayengar	- \$640	Miss C. Dill	720
R. G. Arkinson	- 560	J. J. Miller	560
Miss V. Facey	- 560	H. M. Good	520
A. R. A. Taylor	- 520		

P. Alexeiff	-	Gardener	960
S. Bond	-	Assistant Gardener	960
Miss K. L. Hull	-	Assistant	100

Research Assistants:

Miss C. Dill	-		720
J. J. Miller)		175
Miss S. J. Kennedy)	July, August and September	180
W. Bruck)		180

Chemistry:

J. J. Rae	-	Lecturer	2,500
Mrs. Phyllis M. Marrian	-	Lecturer in Micro-Analysis	1,500
J. M. Grosheintz	-	Research Associate in Organic Chemistry	2,040
B. Weinberg	-	Technician in Organic Chemistry	840
N. Geller)	Laboratory Attendants	\$15 per wk.
E. Chadwick)		18 " "
Mrs. McCallum	-	Laboratory Attendant (part time)	\$5.60 per week (total \$250)

Assistants:

Miss E. V. Eastcott	- \$1,800	E. Aristoff	- \$399
G. C. Benson	- 399	P. E. Braid	- 724
I. Cameron	- 399	J. E. C. Currah	- 399
K. G. Herring	- 724	F. H. Krenz	- 724
C. W. MacKinnon	- 724	D. L. Vincent	- 724
H. F. V. Wall	- 724	G. Allen	- 650

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mnts
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Faculty of Arts (Cont'd):

Chemistry (Cont'd)

Assistants (Cont'd):

C. Apt	- \$650	K. K. Carroll	\$650
G. E. Dunn	- 650	Miss A. M. Johnson	650
J. C. MacKenzie	- 650	H. G. McLeod	650
J. R. Mills	- 650	M. K. Phibbs	650
E. J. Pritchard	- 650	A. L. Rosenberg	650

Chinese Studies, School of:

F. Y. S. Ts'eng	- Instructor and Research Assistant	without salary
Mrs. R. Watts	- Instructor	"
E. H. Johnson) Research Assistants	"
G. C. C. Scovil)	"
Miss B. Kingston	- Secretary and Librarian	"

Fine Art:

P. Haworth) Instructors (part time)	\$700
Mrs. B. C. Haworth)	100
Miss R. Home) Special Instructors	without salary
M. Baldwin)	"
Miss N. McMurray	- Secretary-Librarian (8 mos.)	600

Geography:

Miss M. Brookstone	- Instructor	1,400
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Geology:

J. Claveau) Demonstrators	500
S. A. Ferguson)	500

History:

G. G. Coulton	- Special Lecturer	1,500
L. M. Gelber	- Lecturer	1,800
Miss F. C. Hahn	- Secretarial Assistant (9 mos.)	900

Italian and Spanish:

T. B. Barclay) Instructors	1,500
N. H. Tayler)	1,500

Law (also in the School of Law):

H. G. Fox	- Lecturer in the Law of Industrial Property	without salary
G. D. Kennedy	- Lecturer	1,500

Mathematics:

Miss M. E. G. Waddell	- Lecturer	2,000
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Fellows:

W. J. R. Crosby	- \$800	B. Noonan	800
L. S. Sinclair	- 650	A. Schild	600

Military Studies:

Brig.Gen.C.S.Cartwright	- Special Lecturer	600
W. A. Baughurst	- Assistant	1,100

Mineralogy:

V. B. Meen	- Lecturer (part time)	1,500
E. W. Nuffield	- Lecturer	1,300
W. Wightman	- Laboratory Attendant (9 mos.)	1,000

Philosophy:

D. Savan	- Lecturer (also in Ethics in University College)	1,000
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Physics:

A. Smith) Demonstrators	2,100
Mrs. D. Elson)	2,000

Assistant Demonstrators:

Miss L. Brandon	- \$800	Mrs. C. Morrison	500
Mrs. L. Morrison	- 550	Mrs. M. Rotenberg	500
Miss N. K. Reed	- Librarian and Clerical Assistant		1,300
B. Clark	- Mechanician		2,500

Assistant Mechanicians:

J. Ward	- \$2,100	G. T. Woodward	2,100
F. M. Shepherd	- 2,000	A. Owen	1,800
P. Blackman	- Laboratory and Lecture Assistant		1,800
L. T. Newman	- Research Associate		2,700

Research Assistants:

Mrs. Beatrice M. Deacon	-	1,800
J. H. L. Watson	- July and August	320

Appoint-
ments
(Cont'd)

Faculty of Arts (Cont'd):

Political Economy:

A. Nash
Miss A. D. Ross
Miss E. R. Younge
S. D. Clark

R. H. Coats
J. G. Perold

Lecturers:

L. Skeoch
Miss L. Savage
K. F. M. Helleiner

Assistants:

T. Montague
Z. Sametz
A. T. Calder
Miss G. McNeill
Mrs. J. Fry

Psychology:

T. W. Cook
Miss M. L. Northway
Mrs. Magda B. Arnold
R. J. R. Bell
G. W. Anderson
Miss D. A. Millichamp
R. W. B. Jackson

Class Assistants:

Mrs. B. Gerstein
Mrs. E. K. Palter
W. FitzGerald
Miss D. D. Hearn
Miss G. Evans
Miss G. M. Bransby

Zoology:

Demonstrators:

V. E. Engelbert
J. G. Aldous
R. R. Langford
A. Quantrill
Miss R. Thomas
Miss M. McDowell
Mrs. A. Shortt
Mrs. E. B. Taylor
W. Smith

R. Hannah
Miss R. Jenkins
Miss E. Caesar
Mrs. R. McGill

Research Assistants:

L. P. Chiasson
E. Gilbert

University College:

Women's Residences:

Miss V. R. Murphy

Miss P. West

Mme. J. Ledoux

English:

J. D. Grant

French:

J. A. Houpert
Miss I. G. Balthazard
Miss M. MacDonald

Ethics:

D. Savan

- Honorary Lecturer	without salary	
) Instructors in Sociology		\$1,500
) Lecturer in Sociology (pension to be deducted)		1,800
- Visiting Professor of Statistics		300
- Instructor		1,500
- \$1,800	R. E. V. Anderson	1,700
(vice C. B. Macpherson)		1,700
- 2,000	J. E. Hodgetts	1,800
- 250	H. G. Johnson	250
- 250	F. W. Short	250
- 250	M. Bitz	250
) Secretarial Assistants (9 mos.)		1,100
)		750
- Associate Professor		3,600
) Lecturers		1,600
) Instructor		1,500
)		700
) Special Lecturers		100
)		500
)		200
- \$500	Miss H. Jones	350
- 300	Miss E. D. Frankel	300
- 300	F. Y. S. Tseng	300
) Laboratory Attendants		1,150
)		400
- Clerical Assistant		1,100
- \$1,100	Mrs. R. D. C. Marvel	1,100
- 800	G. M. Neal	1,200
- Research Assistant		1,250
- Technical Assistant (add'l \$100)		1,500
)		975
) Technical Assistants		975
- Technical Assistant (add'l \$50)		800
- Assistant in Vivarium	\$18 per wk.	
- Stores Assistant and Laboratory Attendant (add'l \$100)		1,000
- Chief Laboratory Assistant	\$15 per wk.	
- Acting Secretary (add'l \$300)		1,200
- Stenographer and Librarian		1,100
- Secretarial Assistant (West Wing)		720
- July, August and September		270
- July and August	\$12 per wk.	
- Dietitian (with living valued @ \$200)		1,800
- Assistant Dietitian (with living valued @ \$200)		1,200
- Nurse (with living valued @ \$400)		1,100
- Fellow		500
)		2,100
) Lecturers		1,800
)		1,800
- Lecturer (also in Philosophy)		1,000

Appoint-
ments
(Cont'd)

Faculty of Arts (Cont'd):

University College (Cont'd):

General:

W. J. McAndrew

- Registrar

\$1,000

Miss E. H. McAndrew

- Registrar's Assistant

1,100

Miss M. E. Blackburn

- Secretary in Registrar's Office

1,400

Faculty of Medicine:

H. deW. Ball

- Assistant in Histology, Anatomy

500

M. J. Wilson

- Demonstrator in Radiological

400

Anatomy

400

Miss K. Baldwin

- Fellow in Anatomy

1,200

Anatomy:

A. E. Montgomery

)

400

Mrs. M. R. Abel

) Demonstrators

600

Miss K. McMurrich

)

950

R. P. McCaffrey

)

400

Mrs. D. I. Chubb

- Assistant in charge of Museum

780

(part time)

780

J. Clarke

- Laboratory Assistant

1,250

G. Ross

- Technical Assistant

1,150

Art Service:

Miss M. Drummond

- Assistant

1,200

Bio-Chemistry:

Mrs. Jeanne M. Fisher

- Demonstrator

1,100

Fellows:

D. H. Laughland

- \$900

J. A. McCarter

950

S. H. Zbarsky

- 850

Miss M. A. Emmett

900

W. D. Graham

- 850

Hygiene and Preventive Medicine:

Miss H. C. Plummer

)

500

A. M. Goulding

) Lecturers

1,044

A. M. Fallis

)

400

R. Hare

- Demonstrator

400

Miss G. Mickle

- Class Assistant

1,000

Mrs. F. E. Blake

- Laboratory Assistant

800

Medical Jurisprudence:

W. L. Robinson

)

150

S. Lawson

) Lecturers

100

Medicine:

Senior Demonstrators:

G. Bates

- \$200

G. F. Boyer

200

E. A. Broughton

- 200

J. G. Falconer

200

H. H. Hyland

- 1,000

G. W. Loughheed

500

E. J. Maltby

- 200

W. E. Ogden

200

Junior Demonstrators:

A. F. W. Anglin

- 150

E. F. Brooks

150

C. R. Burton

- 150

T. A. Crowther

150

F. C. Hamilton

- 150

A. MacKay

150

L. M. Murray

- 150

D. J. Prendergast

150

H. E. Rykert

- 1,000

H. M. Gray

- Clinical Microscopy

250

A. J. Longmore

- Fellow

1,000

Miss M. I. Hanna

- Research Assistant

1,440

Miss K. Lee

- Technical Assistant

1,140

Miss S. H. Clutton

- Secretary

1,560

Obstetrics and Gynaecology:

D. N. Henderson

)

200

H. W. Johnston

) Senior Demonstrators

200

K. Manning

)

200

Junior Demonstrators:

F. J. O'Leary

- \$150

G. L. Watt

150

L. T. A. Armstrong

- 150

A. Purdy

150

W. Murby

- 150

J. C. Mann

150

J. C. Goodwin

- 150

D. E. Cannell

150

W. E. Apted

- 150

Miss L. Whish

- Fellow

1,000

D. N. Henderson

- " (part time)

500

Miss E. E. Marshall

- Secretary

900

Appoint-
ments
(Cont'd)

Faculty of Medicine (Cont'd):

Ophthalmology:

A. L. Morgan)	Senior Demonstrators	\$200
J. F. A. Johnston)		200
T. H. Hodgson	-	Junior Demonstrator	700
Miss M. E. Gray	-	Technical Assistant	500
Miss G. Penfold	-	Secretarial Assistant (part time)	150

Oto-Laryngology:

Senior Demonstrators:

H. H. Burnham	- \$200	J. S. Robert	200
A. H. Veitch	- 200	D. E. S. Wishart	200

Junior Demonstrators:

H. W. D. McCart	- \$150	G. W. McGregor	150
A. M. McLeod	- 150	G. C. Snell	150
J. G. Strachan	- 150	J. Sullivan	150
G. A. Fee	- 150		

Paediatrics:

Senior Demonstrators:

Dr. Gladys L. Boyd	- \$500	A. P. Hart	200
G. E. Smith	- 200	W. W. Barraclough	150

Junior Demonstrators:

N. Silverthorne	- 300	C. E. Snelling	300
J. H. Ebbs	- 200	Miss E. C. Robertson	200

Without salary:

G. P. Hamblin		H. E. Edwards	
S. H. Jackson	-	Research Assistant in Chemistry	900
F. F. Tisdall	-	Director of Paediatric Research (without Laboratories (salary	"
N. Silverthorne	-	Research Assistant in Bacteriology	"
Miss W. M. Johnstone	-	Technician in Research Laboratories	"
Miss E. Kesteven		do.	700
Miss M. L. Cassidy	-	Secretarial Assistant	500

Pathological Chemistry:

D. L. Selby)	Lecturers	1,000
R. W. I. Urquhart)		750
D. H. Boddington)	Demonstrators	500
J. S. Wilson)		250
H. Downs)	Laboratory Attendants	1,200
Mrs. C. McCallum)		350
C. S. McArthur	-	Fellow	1,000
G. P. Hamblin)	Assistants	250
W. G. E. Eggleton)		250

Pathology and Bacteriology:

P. H. Greey	-	Lecturer in Bacteriology	1,800
Miss R. M. Price	-	Lecturer in Bacteriology and Serology	3,000
A. V. Postoloff	-	Senior Fellow in Pathology	1,200
D. E. Stader	-	Fellow in Pathology	850
Miss A. E. Gray	-	Fellow in Bacteriology	1,000
E. J. Clifford	-	Demonstrator in Bacteriology (without salary	"
Miss M. Kirk	-	Special Technician	960
Mrs. A. Jackson	-	Laboratory Attendant	816

Neuropathology:

Miss M. I. Tom	-	Lecturer	2,000
Mrs. H. P. Gray	-	Technician	1,020

Pharmacy and Pharmacology:

Miss M. M. O. Sweeten)	Fellows	1,500
Miss M. H. D. Gunther)		1,500
W. Benson	-	Cleaner	900

Physiology:

E. Fidler)	Lecturers and Research Associates	2,200
L. B. Jaques)		2,800
W. G. E. Eggleton	-	Research Associate	2,500
Mrs. M. T. C. Mitford)	Research Assistants	2,100
Miss H. J. Bell)		1,500
J. D. Brown	-	Technical Assistant in Biophysics	1,500
T. W. Kober	-	Temporary Animal Caretaker	950

Appoint-
ments
(Cont'd)

Faculty of Medicine (Cont'd):

Psychiatry:

Demonstrators:

B. T. McGhie	- \$150	G. W. Anderson	\$150
R. M. Franks	- 150	L. D. Proctor	150
Miss A. F. Abbott	-	Secretarial Assistant	without salary

Psychiatric Research:

L. D. Proctor	-	Research Fellow	2,500
N. L. Easton	-	Research Assistant	200
Miss E. H. Algie	-	Social Worker	1,600
Miss J. MacKendrick	-	Psychologist	1,300
Miss A. Hughes	-	Occupational Therapist	1,300
Miss M. Smith	-	Dietitian	936
Miss L. Gillespie	-	Stenographer	1,050
Miss J. D. Leggett	-	Secretarial Assistant	200

Radiology:

A. H. Rolph)	Senior Demonstrators	200
M. R. Hall)		200
C. L. Ash	-	Assistant (part time)	500
H. M. Worth	-	Research Assistant	750

Special Lectures:

A. D. A. Mason	-	Special Lecturer in Dentistry	100
G. S. Young	-	Special Lecturer in Medical Ethics (without and Economics)	(salary
H. Wasteneys)	Special Lecturers in History of	200
A. F. Coventry)	Science and Civilization	200

Surgery:

Senior Demonstrators:

H. G. Armstrong	- \$200	J. H. Couch	200
C. R. B. Crompton	- 200	C. W. Harris	200
J. C. McClelland	- 200	J. L. McDonald	200
D. W. G. Murray	- 200	S. Reid	200
N. W. Roome	- 200		

Junior Demonstrators:

W. G. Carscadden	- 150	J. T. Danis	150
R. C. Laird	- 150	F. I. Lewis	150
D. W. Pratt	- 150	E. E. Shouldice	150
S. A. Thomson	- 150	R. M. Wansbrough	150

Special Demonstrators:

M. H. V. Cameron	- 150	G. W. Carrow	150
H. F. Robertson	- 150	W. A. Scott	150
R. V. B. Shier	- 150	W. O. Stoddart	150

Fellows (part time):

M. I. Davis	- \$1,500	Miss J. Gray	1,500
R. G. MacKenzie	- 500	F. R. Wilkinson	1,500
D. R. Bohnen)		300
J. W. Long)	Assistant Resident Fellows	300
H. J. Sullivan)		300

Therapeutics:

C. E. C. Cole	-	Senior Demonstrator	200
H. E. Pugsley	-	Research Fellow	800
A. J. Longmore)	Assistants	100
A. Jousse)		50
Mrs. J. L. Reid	-	Secretarial Assistant (part time)	420

Junior Demonstrators in Anaesthesia:

G. R. Balfour	- \$150	W. H. Brown	150
C. G. Bryan	- 150	S. M. Campbell	150
N. S. Clark	- 150	S. J. Evelyn	150
H. R. Hargrave	- 150	K. M. Heard	150
C. H. Robson	- 150	A. R. Wilkins	150
Miss R. Harland	-	Assistant in Physical Therapy	200

Medical Office:

G. Hillis	-	Messenger	875
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Special Research - Faculty of Medicine:

Committee of Experimental Research:

W. Cowan	-	Chief Technical Assistant	1,800
L. Hughes	-	Laboratory Assistant	\$70 per mo.
F. Hughes	-	Animal Caretaker	65 " "

Appoint-
ments
(Cont'd)

Special Research - Faculty of Medicine (Cont'd):

Medical Research - Banting:			
J. E. Goodwin)		\$3,000
A. E. MacDonald)	Research Associates	365
Dr. Jessie H. Ridout)		2,500
Research Assistants:			
J. B. Bateman	-	\$2,400 J. M. R. Beveridge	2,000
E. S. Goranson	-	1,333.30 Miss J. M. Lang	1,500
D. C. O'Connell	-	1,650 Miss Margaret M. Shaw	660
C. S. McArthur)	Research Fellows	1,200
Miss Elizabeth Melrose)		1,530
Miss Agnes Carmichael)		1,200
Mrs. Marion McNeely)	Assistants	800
Miss Marion O'Grady)		1,120
Miss M. L. Wilkinson	-	Secretarial and Library Assistant	1,080
Miss Freda F. Herbert)	Secretarial Assistants	1,000
Miss Margaret J. Millar)		1,140
Technicians:			
H. M. Douglas	-	\$1,300 T. Lennox	780
M. C. Wyand	-	1,600 F. W. Dunn	720
Mrs. Gladys Steele	-	Technical Assistant	850
Miss B. Fearnside	-	Laboratory Assistant	720
Miss A. R. Grant)	Laboratory Technicians	960
S. Olyan)		720
Mrs. Alison Moffitt	-	Laboratory Attendant	720
Research Associates:			
A. C. Burton	-		\$300 per mo.
J. A. Kitching	-		250 " "
E. C. Black	-		250 " "
E. Page)	Research Fellows	200 " "
G. F. M. Smith)		225 " "
Miss M. M. Shaw)	Research Assistants	55 " "
Mrs. Brenda Young)		90 " "
Miss M. Burgoyne	-	Assistant	70 " "
W. J. Crittle	-	Mechanician	150 " "
S. Smith	-	Technician and Photographer	85 " "
Miss E. M. White	-	Technician and Stenographer	80 " "
S. F. MacDonald	-	Research Associate	222.25 " "
Medical Research - Best:			
D. Y. Solandt	-	Associate Professor	\$300
E. Fidler	-	Lecturer and Research Associate	300
R. E. Haist	-	Assistant Professor	100
W. S. Hoar	-	Research Associate	384
Research Assistants:			
M. J. Wilson	-	\$400 S. B. Raska	292
Miss D. U. Dale	-	1,020 Miss M. S. Moorhouse	1,060
G. A. Wrenshall	-	1,500	
Miss D. M. Secord	-	Secretarial Assistant	150
F. L. Robinson	-	Head of Technical Staff	500
Technical Assistants:			
Mrs. Ann I. Laing	-	\$950 Mrs. Jean M.D. Williamson	780
Mrs. Ivy Scott	-	780 A. J. Stonyer	500
Mrs. Ruth C. Partridge	-	Research Associate	2,020
Miss E. J. Reed	-	Research Assistant	1,650
Miss N. R. Hearn	-	Technical Assistant	800
Bruno Mendel Fund:			
Miss F. Strelitz	-	Research Assistant	1,980
School of Hygiene:			
Administration:			
Miss M. A. Ross	-	Associate Secretary	without salary
Miss B. M. Calvin	-	Office Assistant	600
Epidemiology and Biometrics:			
Mrs. E. Kuitunen	-	Fellow in Parasitology	1,200
Miss M. Sutherland	-	Demonstrator in Biometrics	1,800
Miss B. M. Calvin	-	Acting Secretary	600
Miss H. W. Thomson	-	Laboratory Assistant	760

ppoint-
ents
Cont'd)

School of Hygiene (Cont'd):

Physiological Hygiene:

J. G. Cunningham	- Lecturer in Industrial Hygiene (part time)	\$ 500
Mrs. Ruth C. Partridge	- Lecturer in Physiological Hygiene (part time)	300
H. N. MacFarland	- Research Fellow in Industrial Hygiene	400
Mrs. R. Townsend	- Research Fellow in Physiological Hygiene	960
J. Horwood) Technicians	1,200
R. Smith		1,200
R. E. Haist	- Lecturer in Physiological Hygiene (part time)	400
Miss M. Rutland	- Research Fellow in Physiological Hygiene	960
J. Hunter) Research Fellows in Physiological Hygiene	1,800
Miss J. Lock		960
J. Markle	- Technician	960
G. E. Mack	- Research Fellow	1,200

Chemistry in Relation to Hygiene:

Miss E. M. Taylor	- Lecturer (part time)	500
G. Kimm	- Technician	1,050

Public Health Administration:

A. E. Berry	- Lecturer in Public Health Engineering	300
J. T. Phair) Associates in Public Health Administration	300
A. L. MacNabb		150
B. T. McGhie) Laboratory Assistant	100
Mrs. K. Wiman		700
R. G. Struthers	- Associate in Public Health Administration	3,000
O. C. Powers	- Lecturer in Public Health Administration	3,500
Miss E. Wheler	- Associate in Public Health Nursing	2,200
R. H. Malyon) Clinical Assistants	250
H. R. Elliott		250

Nutrition:

Miss H. J. Leeson	- Clinical Assistant	2,500
Miss E. James) Technicians	780
Mrs. J. Scott		840
Miss L. Barber) Research Fellows	1,050
Miss H. Perry		1,300
D. M. Young) Technicians	1,300
Miss D. E. Jeffs		1,080
Mrs. E. M. Semmons) Technician	\$100 per mo.
Miss N. Boyd		\$50 and \$55 " "

Virus Infections:

R. Hare) Lecturers	without salary
R. C. Parker		250
A. J. Bishop	- Technician	200

Faculty of Applied Science and Engineering:

Applied Physics:

L. E. Jones) Lecturers	2,200
E. L. Dodington		1,800
H. V. Steer	- Mechanician (8 mos.)	600

Architecture, School of:

A. P. C. Adamson	- Lecturer (part time)	1,550
P. H. Brieger	- Instructor in Fine Art (part time)	300
F. Coates	- Instructor in Modelling	950
J. Layng	- Special Instructor in Architectural Design (part time)	900
A. S. Mathers	- Special Lecturer (part time)	200
W. S. Wilson	- Special Lecturer in Architectural Economics (part time)	250
H. B. Dunington-Grubb	- Special Lecturer in Landscape Architecture	100
N. D. Wilson	- Special Lecturer in Town Planning	450

Appoint-
ments
(Cont'd)Faculty of Applied Science and Engineering (Cont'd):Chemical Engineering and Applied Chemistry:

A. M. FitzGerald	- Lecturer	\$1,800
L. J. Rubin)	1,700
E. T. Williams)	1,700
M. Adelman)	1,600
MacElhinney, W. G.)	1,600
Demonstrators:		
Mrs. H. Hampson	- \$1,100	G. L. Milligan 1,100
L. H. Dakin	- 1,100	F. A. DeMarco 1,000
C. E. Drover	- 1,125	F. Kubath 950
J. Cluch	- 923	C. M. Humber 1,000
A. L. Tosoni	- 950	
T. Storton	- Laboratory Assistant	1,500
T. L. Crossley	- Special Lecturer in Pulp and Paper	150

Civil Engineering: Municipal and Structural:

C. E. Helwig)	2,300
B. Etkin)	1,900
A. E. Berry	- Special Lecturer in Municipal Engineering	1,000
S. H. de Jong	- Demonstrator	1,400
W. Kubbinga	- Mechanician	2,000
J. Brown	- Laboratory Assistant (10 mos.)	1,100

Civil Engineering: Surveying and Geodesy:

T. L. Rowe	- Instructor	1,850
H. V. Steer	- Mechanician (part time)	525

Electrical Engineering:

R. G. Anthes)	2,500
F. Noakes)	2,400
Demonstrators:		
H. A. Courtice	- \$1,400	W. L. Phoenix 1,200
P. A. Rickard	- 1,200	R. C. Henderson 1,200
R. Scott	- 1,200	E. F. Buckley 1,100
J. M. Ham	- 1,100	W. E. Hodges 1,100
P. Humeniuk	- 1,100	

Engineering Drawing:

J. J. Spence	- Lecturer	
Instructors:		
G. R. Edwards	- \$1,700	D. P. Scott 1,500
H. E. Occomore	- 1,300	W. S. Glynn 1,200
T. L. Rowe	- 200 (part time)	
G. Brown	- Attendant in Drafting Rooms (9 mos.)	1,100

Mechanical Engineering:

D. G. Huber)	1,200
W. Bruce)	1,200
M. A. Capper)	1,200

Metallurgical Engineering:

A. Frumkin	- Lecturer	2,000
H. Ross	- Laboratory Assistant and Demonstrator (10 mos.)	1,100

Mining Engineering:

S. G. Farrar	- Instructor	1,700
L. Pancer	- Demonstrator	1,200
H. J. Reilly	- Assistant Mechanician (32 wks.)	960

Special Lectures:

R. R. Grant	- Special Lecturer in Accountancy and Business	300
G. A. McMullen	- Special Lecturer in Public Speaking	450

School of Engineering Research:Research Assistants:

R. R. Service	- Mechanical Engineering, July and August	\$175 per mo.
W. G. MacElhinney	- Chemical Engineering, 1 July to Sept. 11	185 " "
E. T. Williams	- Civil Engineering: Municipal and Structural, 1 July to 11 Sept.	185 " "
E. L. Dodington	- Applied Physics, July, August and Sept., 1943; May and June, 1944	175 " "

Appoint-
ments
(Cont'd)

School of Engineering Research (Cont'd):

H. V. Steer	- Machinist in Civil Engineering: Surveying & Geodesy, 1 July to Sept. 15, 1943; May & June, 1944	per mo. \$150
T. L. Rowe	- Research Assistant in Civil En- gineering: Surveying & Geodesy, 1 July to August 15	185
E. J. Pivnick	- Research Assistant in Applied Physics, July, August and September	125

Faculty of Dentistry:

E. J. Pratt	- Special Lecturer in English	\$ 360
T. R. Marshall	- Lecturer in Dental Praxis	150
Instructors:		
G. A. McMullen	- English Expression	100
W. E. Secord	- Principles in Accounting and in Typewriting	486
E. M. Rigsby	- Dental Technology	240
Demonstrators in Dentistry:		
W. R. Bennett	- \$250	M. R. Culbert 465
E. E. Colley	- 270	H. H. Cummer 540
R. E. Diprose	- 264	K. R. Harris 540
A. M. Hord	- 635	J. B. Macdonald 315
J. B. Pepper	- 270	H. M. Robb 540
T. N. Scott	- 1,215	O. J. Yule 540
F. A. Clarkson	- Demonstrator in First Aid	40
Miss J. Miller	- Supervisor of Dental Nurses in Training (10 mos.)	1,400
Dental Nurses:		
Miss H. L. Mann	- \$1,000	Miss F.G. Whitehead 1,000
Miss A. H. Rose	- 920	Miss L. E. Tutt 800
Miss M. Jackson	- 1,000	Miss V.H. Broadrib 1,000
Mrs. M. M. Howlett	- 1,000	Miss M.M.E. Robinson 800
Miss H. M. Chitty	- Clerk in the Office	1,100
Miss E. M. Bradley	- Assistant Librarian	1,100
Miss K. M. Cartwright	- Assistant in the Library	140
H. F. Whittaker	- Technician in Histology	150
Mrs. L. Barraclough	- Laundress in Infirmary (42 wks.)	691
Mrs. M. Gratton	- Laboratory Assistant in Histology (part time)	306

Faculty of Household Science:

Household Science:		
Mrs. E. D. Smith)	1,900
Miss A. Grant) Lecturers	2,200
Miss D. Lindsley)	2,000
Miss H. Coatsworth	- Lecturer (part time)	1,100
Miss N. Morley	- Research Assistant	1,000
Food Chemistry:		
Mrs. J. R. Butterfield	- Lecturer	1,700
Mrs. E. A. Nicholson	- Instructor	1,300
Miss M. F. McArthur	- Assistant	800
Miss E. S. Dewar	- Assistant (part time)	400
Miss E. E. Cross	- Clerical Assistant (10 mos.)	1,100
Miss E. S. Dewar	- do. (part time)	600

Faculty of Music:

J. L. Richardson	- Carillonneur	650
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School of Nursing:

Miss M. E. Waddell	- Dietitian-Housekeeper (with living valued @ \$400)	1,200
Miss L. Thordarson	- Supervisor of Health and Residence Nurse (with living valued @ \$400)	948
Mrs. M. Monkhouse)	1,300
Mrs. L. Clarkson) Secretarial Assistants	1,080
Miss M. J. Wilson	- Clinical Instructor & Lecturer (with living valued @ \$400)	1,800
Miss B. Boulter	- Clinical Instructor	1,440
Miss A. E. Reid	- Lecturer and Supervisor of Grad- uate Practice Work in Hospi- tals	1,900

Appoint-
ments
(Cont'd)

School of Social Work:

Miss M. K. Strong
M. Tarail

) Lecturers

\$ 600
800

School of Physical and Health Education:

H. deW. Ball

- Assistant in Functional Anatomy

250

A. M. Goulding

- Lecturer in Hygiene and Preventive
Medicine

100

C. R. Sanderson

- Lecturer in Literature and Expres-
sion

250

Miss V. E. Engelbert

) Demonstrators in Zoology

200

Mrs. Rosemary Marvel

) Demonstrators in Zoology

200

W. H. Martin

) Assistants in Physical without salary

C. Zwygard

) Education (Men)

800

J. Primeau

) Instructors in Physical Education

50

H. Phillips

) (men) part time

50

Mrs. Margaret Graham

- Assistant in Music in Physical
Education (Women)

400

Ontario College of Education:

Instructors: Library School:

F. C. Jennings

- Administration of Libraries

150

Miss J. Merchant

- School Libraries

150

Miss M. E. M. Poole

- Special Libraries

150

C. R. Sanderson

- Circulation of Books

150

Miss L. H. Smith

- Work with Boys and Girls

450

Miss F. Trotter

- Story-Telling

150

W. S. Wallace

- College and University Libraries

350

Educational Research:

Miss K. M. Hobday

- Secretary and Research Assistant

2,300

Miss M. Graham

) Clerical Assistants

1,700

Miss M. Spalding

) Clerical Assistants

1,600

Miss A. Bossence

) Research Assistants

1,000

A. J. Phillips

) Research Assistants

1,000

Report of
Committee
on Retirement
of
Professors

The President presented a report of the Committee on the Retirement of Professors and approval was given to the recommendation of the Committee that the appointments of the following persons who had attained age 65 be continued for the Session 1943-44 with the exception of Professor A. L. Parsons who is to be retired at the end of December, 1943, and Professor G. A. Guess who will retire on October 6, 1943:-

Permanent:

Professor St. E. de Champ
Professor R. W. Angus
Professor A. L. Parsons
Professor G. A. Guess
Professor G. A. Cornish
Professor J. S. Will
Professor C. B. Farrar
Professor W. S. Ferguson
Professor H. W. Price
Professor W. J. Loughheed
Professor C. T. Currelly
Professor J. E. Shaw
Professor Andrew Hunter
Dr. G. H. Coram
Professor W. E. Henderson
Dean A. D. A. Mason
Professor J. F. Macdonald
Professor L. C. Coleman

Principal M. W. Wallace
Rt. Rev. W. C. White
Professor W. H. Piersol
Professor F. B. Kenrick
Dr. F. A. Clarkson
Professor L. Gilchrist
Dr. C. C. Benson
Professor G. W. Howland
Professor J. H. White
Professor J. W. Bain
Professor S. R. Crerar
Dr. John A. Oille
Dr. C. A. Corrigan
Dr. S. Mortimer Lyon
Professor E. M. Walker
Professor J. T. Burt-Gerrans
Dr. G. E. Wilson
Dr. A. W. Canfield

Annual:

Dr. G. S. Young
T. Linsey Crossley

J. G. Perold

The following recommendations by the President were approved as follows:-

That the following members of the non-academic staff, who have reached age 70, be re-appointed for 1943-44:-

Miss M. Buchan	- Assistant (part time) University Library
T. A. Reed	- Secretary, Athletic Association
A. J. Maycock	- Caretaker, Household Science Building
W. Clark	- Guard, Royal Ontario Museum
J. J. Brown	- Laboratory Assistant, Civil Engineering: Municipal and Structural
Miss A. T. Reed	- Secretary and Class Assistant, Physics

That the leave of absence, on account of illness, granted to Dr. A. A. Fletcher of the Department of Medicine, be extended for the Session 1943-44.

That leave of absence for the Session 1943-44 be granted to Professor J. F. Parkinson of the Department of Political Economy in order that he may accept a position with the Wartime Prices and Trade Board; the contributions to the Teachers' Insurance and Annuity Association on his behalf not to be continued by the University.

That Professor D. C. MacGregor of the Department of Political Economy be paid \$1,000 as his salary for the Session 1943-44 as he has been granted a Guggenheim Fellowship; his contributions to the Teachers' Insurance and Annuity Association to be deducted from this amount.

That Professor T. W. Cook of the Department of Psychology be paid \$200 from the David Dunlap Scholarship Fund for his work in research with Medical students for 1943-44.

That the following additional appropriations be granted:-

Obstetrics and Gynaecology:

Due to promotion of Doctors Dafoe, Henderson and Johnston, and the return of Dr. Cannell to the Western Hospital \$ 350

Radiology:

Due to Dr. Singleton's return from overseas 250

Electrical Engineering:

For "Demonstrators" 2,400

The amount asked for in Estimates was \$10,900, as against \$8,400 last year - amount actually required for present appointments \$10,600 - amount in Estimates reduced to \$8,200

Chemical Engineering:

For W. C. Macdonald, formerly Lecturer, returning from war work 2,500
In original Estimates amount asked for was \$2,500 for an Assistant Professor; this amount was struck out, but only \$2,500 is required, and amount required for pension is to be struck out.

Additional
appropriations
(Cont'd)

School of Engineering Research: (Chemical Engineering)
For "Apparatus" (to be charged to Wallberg Bequest)
for certain equipment for war research which it has not
been possible to secure this Session.

\$725

University Health Service:

"Infirmary Rental and Subsistence"

\$600

Transfer
in funds
of School
of Hygiene

That the following transfer in the appropriations of the
School of Hygiene be granted:-

From unexpended balance of income in Rockefeller Endowment Fund
to cover the cost of an electric calculating machine for the
Department of Epidemiology and Biometrics

\$855

Additional
amounts
authorized
for June
expenses
in Institute
of Child
Study

That the following additional amounts from the funds of
the Institute of Child Study be granted to cover the June expenses in
connection with the Summer Course being conducted for Nursery School
Workers:-

Mrs. M. Gilbert, Dietitian for Summer Course Work,
June 11 to 30

- \$ 20.00

Supplementary to Equipment and Supply Account

- 146.31

Supplementary to Attendants Account

- 297.25

Supplementary to Superintendent's Department

- 100.00

Total

- \$563.56

Refund of
fees in
Institute
of Child
Study

That a refund of \$30 in connection with fees for the Nursery
School be granted to Mrs. H. D. C. Crooks, 140 Hyde Park Avenue,
Hamilton, who paid \$100 in advance to cover the three terms of the
year 1942-43 for her son who was withdrawn after two terms.

Communications were presented and dealt with as
follows:-

Agreement
re Course
for Radio
Direction
Finder
Officers

From the Department of National Defence, Naval Service, trans-
mitting agreement with the University in connection with training in
the Course for Radio Direction Finder Officers, and authority was
given for the signing of this agreement on behalf of the Board.

Approval of
budget for
University
Press for
1943-44

From the Acting Manager of the University Press transmitting
the budget of the Press for 1943-44, and this budget was approved by
the Board.

Thomas A.
Russell
Estate -
Finding
of His
Honour
Judge
Jackson
as pass-
ing of
accounts

From the University Solicitor transmitting copy of the Order on Passing Accounts in connection with the Thomas Alexander Russell Estate, and drawing attention to the finding of His Honour Judge Jackson that the receipts in respect of the operation of Brae Lodge Farm amounted to \$14,347.16, and that the Executors had paid out and disbursed in respect of the operation of the said farm the sum of \$30,354.12; which finding shall be deemed to be without prejudice to the right of any of the parties represented on the audit to object thereto. The Solicitor also pointed out that it was doubtful whether under the terms of the Will the Executors had power to operate the farm.

Scholarship
in Paediat-
rics in Dr.
Roy Simpson's
name

From Miss Vera P. Vernon, Secretary to a committee of the parents of patients of Dr. Roy Simpson, who wish to remain anonymous, and who have raised a fund to establish, in perpetuity, a Scholarship in Paediatrics at the University in Dr. Simpson's name as a mark of appreciation of his services. Miss Vernon enclosed with her letter a cheque for \$1,850.00, \$1,800.00 of which the Committee desire to have invested in Victory Bonds as a basis for the scholarship, and the remaining \$50.00 to be used to cover the first award. The Governors accepted this gift with extreme pleasure and the Secretary was directed to convey to the Committee their sincere thanks and appreciation. At the Committee's request the actual details of the Scholarship were left with Dr. Simpson to decide, after which they are to be referred to the Senate and to the Council of the Faculty of Medicine for consideration.

Remittance
from Execu-
tors of
Janet
Colquhoun
Estate re
bequest to
University
Library

From the Chartered Trust and Executor Company, Executors of the Janet Colquhoun Estate, transmitting a cheque for \$1,000 representing the University's portion of the distribution of \$3,000 out of the accumulated income of the Estate at the present time in connection with the bequest in the Will of the late Miss Colquhoun for the maintenance of a section of the Library devoted to Canadian action and history, and to be known as "The Arthur Hugh Urquhart Colquhoun Library of Canadian History".

Gift from
Miss E. W.
Bruce to
University
College

From Professor W. J. McAndrew, Registrar of University College, enclosing a \$50 Victory Loan Bond on behalf of Miss E. Winnie Bruce of Fergus, Ontario, out of gratitude for her experience in University College. It was Miss Bruce's desire that this money be used for the pur-

Gift from
Miss E. W.
Bruce to
University
College
(Cont'd)

chase of a Canadian picture to be added to the collection at the College, and the donation was accepted with many thanks and approval given to Professor McAndrew's suggestion that the bond be set aside for the above-mentioned purpose.

Other
donations

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$5,000.00	for Project A.M.1, Dr. H. C. Bazett, Banting and Best Research
4,100.00	" Project P.E.5, Professor H. Grayson Smith, Physics
2,000.00	" Project Med. 20, Dr. P. H. Greey, Pathology and Bacteriology
2,000.00	" Project C.W. 517, Dr. A. R. Gordon, Chemistry
600.00	" Project B.E. 1, Professor G. H. Duff, Botany
500.00	" Project P.E. 8, Professor V. G. Smith, Electrical Engineering
500.00	" Project M.P. 14, Dr. R. E. Haist, Physiology.

Miscellaneous:

\$1,000.00	from the T. Eaton Company Limited to cover the first awards of the Scholarships established by it in the School of Physical and Health Education
500.00	" the Rockefeller Foundation to assist in research in the Social Sciences as proposed by Professor H. A. Innis
500.00	" the Department of Pensions and National Health for research in Nutrition under Dr. E. W. McHenry
500.00	" "The Toronto Star" to cover the payment of the award of the Newton Wesley Rowell Fellowship in Law for 1943-44
400.00	" the Association of Professional Engineers of the Province of Ontario to cover payment of Scholarships in Applied Science for 1942-43
100.00	" the U.T.S. Old Boys' Association to cover their scholarships for 1942-43
25.00	" the Association of Professional Engineers to cover payment of the Archie B. Crealock Memorial Prize for 1942-43.

Admission of
Japanese
students

The President presented the following list of Japanese students who had applied for admission to the University for the Session 1943-44:-

<u>Name</u>	<u>Address</u>	<u>Faculty</u>
Kato, Y.	Slocan City, B.C.	Applied Science
Muir, J. H.	365 Parkside Dr., Toronto	do.
Nagata, Miss	Edmonton, Alberta	Arts
Nagata, Miss	Edmonton, Alberta	"
Naguchi, K.	Slocan, B.C.	Graduate Studies
Okada, H. Y.	250 James St. S., Hamilton	Applied Science
Otsuki, S.	3419 Drummond St., Montreal	Medicine
Shiozaki, F. R.	365 Parkside Dr., Toronto	Applied Science
Takahashi, S.	Shalaeth, B.C.	Arts
Takahashi, Y.	Slocan City, B.C.	Applied Science
Tamaki, G. T.	P.O. Box 1, Minto Mine, B.C.	Law
Tsuyuki, H.	East Lillooet, B.C.	Arts
Yamazaki, Miss M.	Kaslo, B.C.	School of Nursing

Admission
of Japanese
students
(Cont'd)

Upon motion of Dr. Gibson these applications were approved subject to the following conditions:-

1. That they are Canadian born.
2. That they are British subjects.
3. That their admission be subject to the approval of the Dominion Police.

Current
Expendi-
ture

The Bursar presented the Financial Statement for the month of May, and also his Estimate, under By-Law No. 20, of the amounts required to defray Current Expenditure for the month of July, and for the month of August and the first part of the month of September. Ordered that Accountable Warrants for Three Hundred Thousand Dollars (\$300,000) and Four Hundred Thousand Dollars (\$400,000) respectively be issued to the Bursar.

Leaves of
absence
for war
service

The Bursar also presented the following list, covering the period from April 1st to June 30th, 1943, of members of the staff who had been granted leave of absence for the duration of the war:-

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Date of leave</u>	<u>Rank</u>
<u>ARTS:</u>				
Boeschenstein, A.	Assistant Professor	German	May, 1943	War Prisoners' Aid, National Y.M.C.A.
Parkinson, J. F.	Assistant Professor	Political Economy	1943-44	War-time Prices & Trade Board
Moorhouse, W. W.	Lecturer	Geology	May, 1943	
<u>MEDICINE:</u>				
Cleghorn, R. A.	Junior Demonstrator	Medicine	Mar., 1943	Captain, R.C.A.M.C.
Dales, J. W.	Fellow	Physiology	May, 1943	Sub-Lieut. R.C.N.V.R.
Mosley, Wm.	Associate Professor	School of Hygiene	Apr., 1943	R.C.A.F.
Franks, W. R.	Associate Professor	Banting & Best Dept.	July, 1943	R.C.A.F.
<u>APPLIED SCIENCE:</u>				
Stark, Frank	Photographer	Photographic Service	June, 1943	
<u>DENTISTRY:</u>				
Kreutzer, J.	Associate	Preventive Dentistry	Mar., 1943	Capt., Dental Corps
<u>HOUSEHOLD SCIENCE:</u>				
Roberts, Miss J.S.	Assistant Professor	Household Science	May, 1943	R.C.A.F. Women's Div.
<u>SUNDRY:</u>				
Burgess, Miss F.	Switchboard Operator	Royal Ontario Museum	Mar., 1943	R.C.N. Women's Div.
Cheney, H. R.	Acting Postmaster		May, 1943	Veterans' Guard, Active Forces

NOTE: Total number now on leave of absence, including Women's Divisions, 225.

Property
Committee
Report

Upon motion of Dr. Gibson,
Seconded by Dr. Neilly,
Report Number 223 of the Property Committee was approved
as follows:-

"The Property Committee begs to report to the Board
of Governors:-

Transfer
in appro-
priations
for Post
Office

1. Your Committee recommends that owing to the fact that H. R. Cheney, the Acting Postmaster in the University Post Office, has enlisted, the appropriation for his salary for 1943-44 be transferred to 'Messengers and Post Office Service', to enable the Superintendent to pay for whatever available temporary assistance he may be able to obtain.

Appointment
of W.H.Tulley,
Baldwin
House

2. Your Committee concurs in the recommendation of the Superintendent that Wm. Henry Tulley be appointed Caretaker of Baldwin House, as from July 1, 1943, at a salary of \$1,400 per annum, replacing Geo. Town, retired on pension.

Additional
appropria-
tions re
Cleaning,
etc.

3. Provision had been made in the Superintendent's Estimates for additional amounts which would have included the Wartime Bonus for this year for Cleaning in several buildings and certain other appropriations. The Superintendent reports that the amounts required for this expenditure were dropped by the Board, and as a result several of his appropriations are insufficient. Your Committee therefore recommends that the Superintendent's request for the following additional appropri-
ations be granted:-

<u>CLEANING:</u> Hart House	\$	400	
Library Building		250	
Medical Building		50	
Biological Building		50	
Engineering Building		25	
Observatory Building		25	
No. 184 College Street		5	
Convocation and Simcoe Halls		600	
Banting Institute		300	
Anatomy Building		230	
Dental Building		100	
U.C. Men's Residence		220	
No. 43 St. George Street		80	
No. 44 Hoskin Avenue		30	
No. 47 St. George Street		25	
Economics Building		120	
Hygiene Building		500	\$3,010
<u>BALDWIN HOUSE</u> - Substitute for Caretaker			50
<u>CENTRAL PLANT</u> - Firemen and Trimmers			1,300
<u>POST OFFICE AND MESSENGER SERVICE</u>			60
<u>SUPERINTENDENT'S OFFICE</u> - Drafting Assistance			50

Additional
amount au-
thorized
for Rehabil-
itation Fund
of Men's
Residences

4. Your Committee has received a report from the Superintendent stating that the total estimated receipts from the Royal Canadian Air Force for their occupation of the Residences during 1942-43 will amount to approximately \$53,000, and requesting that \$20,000 of this total be added to the Rehabilitation Fund started last year in connection with the Residences for the replacement of furniture, redecoration, etc. Your Committee concurs in the Superintendent's recommendation.

Proposed
building for
Chemical
Engineering

5. After carefully considering a report from the Superintendent regarding the proposed building for Chemical Engineering, in connection with which preliminary sketch plans have been prepared and tentatively approved by the Department, your Committee begs to make the following recommendations:-

(1) That Messrs. Page and Steel be appointed as Architects for this building, and that the Superintendent so notify them when he needs them.

(2) That the sum of \$700 be voted by the Board towards the expenses of a trip to some of the more recently erected buildings for Chemical Engineering in the United States and Canada by a representative of the Faculty of Applied Science and of the Superintendent's Office, and possibly the Architect; and/or a representative of the Department of Chemistry in the Faculty of Arts; this amount to be chargeable against the cost of the erection of the building.

Your Committee suggests that the Superintendent consult with the Department of Chemistry in the Faculty of Arts to ascertain their requirements.

6. The Chairman of your Committee has been consulted by the Superintendent regarding the following letter from Professor E. F. Burton of the Department of Physics, in which he recommends that a certain bonus be paid to the office staff of the Superintendent's Office for additional work undertaken by that office in connection with the war:-

'Colonel A. D. LePan,
Superintendent,
University of Toronto.

Dear Colonel LePan:-

After my interview with you this morning I wrote to the President recommending that a vote of an amount sufficient to provide a bonus for the staff of the Superintendent's Office, equivalent to the bonus paid recently to the staff of the Bursar's Office, be made. This worked out to be two forty-thirds of the annual salary of each employee, and if you will be good enough to forward me the list of your office staff, together with the amounts so reckoned, I will be glad to initial it and pass it on to the Bursar for payment from the Special Funds available for war work.

Yours sincerely,

(Sgd) E. F. Burton,

7 June, 1943.

Director, Department of Physics.'

Regarding the administration of the Dominion Government grants, it is understood that expenditures made from grants to certain members of the staff for work under their supervision are administered specifically by the grantee. Your Committee, after having carefully considered this matter, recommends that the payments to the staff of the Bursar's Office be confirmed, and that a bonus on the two forty-thirds basis of the annual salary, as mentioned in Professor Burton's letter, be authorized.

7. In connection with the authority given to the Chairman of the Property Committee to make arrangements for the supply of coal for the University for 1943-44, it is recommended that in the absence of Dr. Gibson, Mr. F. K. Morrow be authorized to act in this connection.

All of which is respectfully submitted.

(Sgd) John J. Gibson,
Chairman."

June 22, 1943.

Upon motion of Dr. Neilly,

Seconded by Mr. LaBine,

The following report of the Connaught Laboratories Committee for the fiscal year ended 31 March, 1943, was approved, ratified and confirmed:-

Annual
Report of
Connaught
Laborator-
ies
Committee
(Cont'd)

"To the Board of Governors,
University of Toronto.

We present herewith as the Annual Report of
this Committee to the Board -

1. The Balance Sheet and Earnings Statement for the fiscal
year ended March 31, 1943.

2. The Report of the Director outlining the activities of
the Laboratories during the same period.

As will be gathered from a perusal of Dr.
Defries' summary, and as reflected in the Earnings Statement, this
has been a very busy and difficult period.

Gross sales have for the first time exceeded
\$1,000,000, and our operating margin has topped all previous re-
cords.

The requirements of the armed forces are
largely responsible for enlarged output. As might be expected,
our operating margin increased as our sales expanded, but in ad-
dition the amount expended on research work was curtailed, not
because of any such desire on the part of the Laboratories, but
because many of those ordinarily engaged in such work were fully
occupied in production.

It has been a strenuous period for all, and
especially for the senior members of the Staff, and there is no
relief in sight. Sunday and Monday, day and night, the work con-
tinues. Its exacting nature involves very heavy responsibilities.
In many cases holidays have been waived, and one cannot but be
apprehensive lest this continuous strain tests their endurance
beyond the elastic limit.

With this thought in mind, it is apparent
that we, to some considerable extent, are operating upon borrowed
time, and to prepare for any eventualities that may arise, we have
set aside \$25,000 as a contingent reserve. Little of this reserve
may be utilized, but to the extent necessary it will be used as
circumstances direct to procure and give relief wherever and when-
ever possible.

If hostilities continue throughout the cur-
rent year, the present volume of sales may be expected to be main-
tained. Our work in connection with pooled and dried serum con-
tinues on an ever-enlarged scale, and this year it is anticipated
that such work will involve an expenditure in excess of \$400,000.

At present we are being pressed to take on
a new and additional contract for a product urgently desired by
the armed forces. If national necessity were not involved, the
answer would be emphatically 'No'. However, in times like this
it is difficult, and indeed impossible, to set any fixed limit,
and provided we are assured that in the event of cancellation we
are protected against capital loss, it is the inclination and de-
sire of your Director and his Staff to assume the added burden.

When the whole story of Canada's war effort
is written, it will be realized that the University of Toronto's
contribution, through the work and extraordinary effort of Dr.
Defries and his Staff, has added something to the good name and
reputation of this Institution.

No words of ours could adequately convey to
the Director and his Staff, and to all those associated with the
work of the Laboratories, the deep debt of gratitude we owe, and
would, if we could, convey and record.

Signed on behalf of the

CONNAUGHT LABORATORIES COMMITTEE

(Sgd) B. Neilly,
Chairman"

June 7, 1943.

PROGRESS OF THE WORK OF THE CONNAUGHT LABORATORIES
FOR SESSION 1942-43

During the year just closed the work of the Connaught Laboratories in the preparation and distribution of essential vaccines, sera and related products reached the highest point in the history of the Laboratories. In the present war, as in the last, the Connaught Laboratories have supplied in very large measure, the needs of the armed forces for the various vaccines and sera required for protection or treatment.

The effects of the war have been much more evident in the work of the Laboratories during the past year. The growth of the work is shown, for instance, in the number of persons now engaged. Three years ago, there were 257 persons employed in its work; two years ago, 283; a year ago, 314; and to-day 501. In the quantity of products filled during the past year there was an increase of nearly 20 per cent in the total volume. This increase was not reflected in the number of containers filled since the distribution of certain products was made in larger containers, providing multiple doses, which limited the extent of the increase. The total number of containers filled amounted to 3,633,319, being only slightly greater than the number filled last year. The increased quantity of products distributed was shown, however, in an increase of 30 per cent in the gross weight of the year's shipments. The total number of shipments amounted to 20,340 and weighed approximately 90 tons. Many were export shipments sent by air or sea. The continued growth of the distribution of products is also shown by the fact that the receipts for the past year were approximately double the receipts of the year 1936-37, and this in spite of substantial reductions in the prices of products.

One new product, a combined vaccine for protection against whooping cough and diphtheria, was added to the list of products distributed, bringing the total number to 41. In addition, distribution was commenced of three veterinary biological products. The preparation and distribution of these products present more complex problems than the number of products would suggest. For instance, there are in regular distribution 330 packages representing different sizes of containers or different labellings as required to meet the needs of the various provinces and the armed forces. It must be remembered, also, that the procedures in the filling of biological products, which substances are administered hypodermically, require conditions which can be supplied only in a bacteriological laboratory where the strictest attention is paid to sterility and where every precaution is taken to assure safety. Increases in the number of containers filled call forth corresponding increases in all departments of the Laboratories associated with the preparation and distribution of products.

Of the products used in the prevention or treatment of communicable diseases by the armed forces in Canada and abroad, fourteen are commonly required. Of this number six are products which are prepared solely for the armed forces as the diseases for which protection is desired do not normally occur in Canada. These special products are typhus vaccine, cholera vaccine, dysentery serum (Shiga), perfringens antitoxin, vibriion septique antitoxin and oedematiens antitoxin. In addition, tetanus toxoid and "T.A.B.T." vaccine (combined typhoid-paratyphoid vaccine with tetanus toxoid) are required in large quantities by the armed forces. As mentioned in previous reports, "T.A.B.T." vaccine was developed in the Connaught Laboratories under the direction of Dr. Fraser, Dr. Moloney and Mr. Orr for use of the armed forces, and its introduction has proved to be of great value. The preparation of this product is one of the most significant contributions made by the Laboratories in connection with the war. Large supplies of tetanus antitoxin, although not required to date, are being maintained in case of need. In addition, quantities of diphtheria toxoid, scarlet fever toxin, smallpox vaccine, Schick and Dick test, are supplied for the immunization of troops against diphtheria, scarlet fever and smallpox.

Annual
Report of
Connaught
Laborator-
ies
Committee
(Cont'd)

PREPARATION OF DRIED HUMAN BLOOD SERUM

As a wartime measure the Connaught Laboratories undertook the preparation of blood serum for the armed forces. The Department of Pensions and National Health, Ottawa, arranged to provide funds for direct processing costs and equipment from January 1941. The Connaught Laboratories agreed to provide the services of its administrative and senior scientific staff as well as the general building and maintenance services. During the year, expenditures associated with this work, excluding indirect charges, exceeded \$25,000. Blood or blood serum is received from the Canadian Red Cross Society from all parts of Canada and processed to dryness. The drying operations have been conducted at the Farm Section. The equipment originally installed provided for the drying of approximately 2,000 bottles of serum weekly. However, arising from modifications which have been made in the equipment, approximately 3,000 bottles of serum are now being dried weekly.

Last summer it became evident that drying facilities should be greatly increased and, accordingly, the Department of Pensions and National Health authorized the purchase and installation of equipment sufficient to provide for the drying of serum from 12,000 donations of blood weekly. This additional equipment is being installed in a temporary building erected in the courtyard of the School of Hygiene building and it is anticipated that it will be ready for operation early in July.

During the past year donations of blood and serum have been very markedly increased. For example, during April 1942 there were received 9,600 donations of whole blood and 1,800 donations of serum. In March 1943 over 32,000 donations of blood and 4,000 donations of serum were received. At present (June 1943) as much material is being received per week as was being received per month one year ago. It will be realized that this sharp increase in volume of work has necessitated the addition of many members to the staff and the employment of workers for night duty. Whereas in May 1942 the staff numbered approximately 40, there were by March 1943, 117 persons engaged in day and night duties on various aspects of the work. This does not include many of the members of the research staff who have willingly made contributions by advice or supervision. The operating budget for the year 1943-44 is in excess of \$400,000.

During the year the Laboratories shipped to the armed services over 61,000 bottles of dried blood serum. The preparation of serum for typing blood, of which some 5,500 vials were distributed, constitutes an important additional service and permits of a large financial saving.

The Laboratories are supplying, also, administration sets and pyrogen-free, distilled water for use in the reconstituting and administering of blood serum. The whole work is being directed by Dr. Albert Fisher and the greatest credit is due to him for its splendid success. Ably assisting Dr. Fisher are Dr. Arthur Charles and Mr. F. H. S. Newbould.

VETERINARY PRODUCTS

One of the developments of the past year has been the preparation and distribution of three biological products of interest to veterinarians. The Connaught Laboratories were the first to obtain a license from the Department of Agriculture, Ottawa, for the preparation of Brucella abortus vaccine and its distribution throughout Canada. This vaccine is used in the prevention of contagious abortion in cattle. It is essential that this vaccine be very carefully prepared and distributed as its value depends upon its use in the living state. Tetanus antitoxin and tetanus toxoid have also been made available to veterinarians and a serum for the prevention of swine erysipelas is being prepared. Numerous difficulties are to be overcome in introducing these products in Canada to the veterinary profession and a satisfactory sales policy must be developed. The entrance of the Connaught Laboratories into the veterinary field is evidence of the very close relationship of research in human and veterinary medicine. It is not possible to investigate virus disease

of man without including virus diseases of animals. This is true, also, in regard to certain bacterial diseases such as contagious abortion in cattle with its manifestation in man, namely undulant fever. It is felt a substantial contribution can be made by the Connaught Laboratories to the advancement of veterinary medicine.

RESEARCH

It is not surprising that, because of the greatly increased work of the Laboratories in the preparation and distribution of essential products, investigations in various fields have been greatly curtailed. This is reflected in the volume of the Collected Studies of the Connaught Laboratories and School of Hygiene for 1942 which contains thirty-one papers in contrast with fifty-six in 1938. Much work has, however, been carried forward during this year. It is not possible in this brief report to do more than mention some of the researches which have been undertaken.

Dr. Frieda Fraser has continued important studies of streptococcus infection; Dr. Farrell and Dr. Plummer their investigations of the bacillus of whooping cough with particular reference to the preparation of vaccine and Dr. Edith Taylor her studies relating to the preparation of diphtheria toxin and other bacterial toxins. Dr. Nelles Silverthorne, too, has made further progress in the fields of meningitis and whooping cough.

The importance of research is well illustrated by the studies of the factors in the production of diphtheria toxin. With Dr. P. J. Moloney, Dr. Edith Taylor has made advances which now permit the Laboratories to meet in a most effective manner the urgent need for diphtheria and tetanus toxins from which the preventive toxoids are prepared. Further, Dr. Moloney has perfected methods which have already saved the Laboratories thousands of dollars and have greatly facilitated the work of preparing toxoids and antitoxins by replacing many of the animal tests with in vitro tests.

Dr. Ronald Hare has directed research in influenza. Under his direction experimental preparations of vaccine for protection against influenza type A were prepared and used during the winter under careful clinical observation in Vancouver, Edmonton, Winnipeg and Toronto. Dr. Hare and his colleagues are making highly important contributions to our knowledge of influenza and it is essential that this work be pressed because of the menace of influenza as an epidemic disease during the war.

Advances have been made in the field of chemotherapy by Dr. Siebenmann. The new preparations Nos. 171 and 191, reported last year, have been more completely studied and 191, in particular, offers considerable promise.

Dr. Arthur Charles, although giving much of his time to the direction of the operation of the blood drying unit at the Farm section, has continued studies of heparin. Almost the entire output of this product is being forwarded to Great Britain. Heparin is prepared on this continent only at one centre in the United States and in Toronto. It is a substance which prevents blood from clotting and its use has advanced the surgery of blood vessels.

One of the most important studies is that conducted by Dr. D. A. Scott on carbonic anhydrase. This ferment, found in red blood cells, may have important clinical values. Dr. Scott was the first to obtain this interesting protein in crystalline form and his work has attracted much attention.

Under the direction of Dr. McHenry, Dr. Romans, Mr. Bett and Dr. McVicar have made advances in the field of insulin, liver extract and other glandular extracts.

In connection with special war needs, the work in typhus fever merits particular mention. In previous reports reference has been made to the work of Dr. Craigie and those associated with him. It is only possible at this time to state that the work has been most successful, both from the standpoint of advancing the knowledge of typhus rickettsiae and the preparation of a preventive vaccine. Large quantities of the vaccine have been prepared and it is anticipated that this work

Annual
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Connaught
Laborator-
ies Com-
mittee
(Cont'd)

will be even further extended as the value of the vaccine is determined by observations in the field. Dr. Farrell is conducting studies of the possible method of preparing a preventive treatment for one of the most severe forms of dysentery, known as Shiga dysentery. Both these studies are being aided by grants from the National Research Council of Canada.

Dr. L. E. Ranta, under the direction of Dr. C. E. Dolman in the Western Division, has continued valuable studies of cholera vaccine and the methods of determining its protective value in animals.

WESTERN DIVISION

Although the existing laboratory facilities are entirely inadequate and prevent any expansion of the work of the Western Division Dr. C. E. Dolman has been able to carry forward five important studies with the assistance of senior students. The laboratories are situated in the Science Building of the University of British Columbia. Dr. Dolman is Professor of Bacteriology and Nursing and is also the Director of the Provincial Board of Health Laboratories of British Columbia. Plans have been approved and money voted for the erection of an Institute of Preventive Medicine on the University campus which will provide more adequately for the work under the direction of Dr. Dolman, including more adequate space for the Western Division. Without question, the investment made by the Laboratories in the Western Division is one which has already been repaid many times in good will and in the important addition to scientific knowledge.

CONSTRUCTION AND ALTERATIONS TO BUILDINGS

During the year there have been almost continuous alterations and additions to buildings both in the University and Farm Sections. Growing out of the needs of the blood drying work, adequate provision for steam was required for the University Section which necessitated the construction of a boiler room and the installation of a new boiler at the expense of the Connaught Laboratories. This change also necessitated the building of an addition to the animal room section. In connection with the expansion of the blood drying work the Dominion Government provided funds for the erection of a temporary serum building in the courtyard, for other alterations in the building related specifically to the blood work, and additional equipment. At the Farm Section, further changes were made in the typhus fever laboratory. To accommodate the large number of girls employed in the laboratories at the Farm Section, lunch room and rest room facilities have been provided by utilizing the two semi-detached houses formerly used as residences. Space in addition to the School of Hygiene building was found necessary for storage and the large garage at 78 Queen's Park was made available through the kindness of Col. LePan, Superintendent of the University. As always, he has given generously of his time and that of his staff to meeting our problems. A very large volume of work is carried out each year by his department for the Laboratories in a most excellent manner.

PERSONNEL

The Laboratories are proud that the Roll of Service records 74 members of the staff who have joined the armed services since the commencement of the war. Of our senior members, Lt.-Col. M. H. Brown, Major N. E. McKinnon and Major D. L. MacLean have been discharging highly important duties in protection of the health of the armed services, since the commencement of the war.

The situation in regard to obtaining staff to meet the continuously expanding work of the Laboratories is a very serious one. During the year, a personnel section was established under the direction of Mr. J. Angus. The work of the section has been excellent and has been a most important factor in the continued functioning of the Laboratories.

Mr. G. C. Bew, B.A., joined the staff for administrative work and Mr. W. Brown to direct shipping. Mr. Kenneth Allen, as Comptroller, Mr. Philip Gerald, as Secretary, and Mr. I. W. Boyd, as Superintendent, have carried the heavy responsibilities

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(cont'd)

of their offices with untiring devotion. Mr. M. D. Orr, directing the Farm Section, has assumed responsibilities both administrative and scientific, with outstanding effectiveness. These members and all my other colleagues have wholeheartedly responded to every request made to the Laboratories during these years of crisis. To them is due the credit for the accomplishments of the work.

To the Chairman and members of the Connaught Laboratories Committee, I wish to express appreciation of their counsel and their interest manifested in many ways.

I particularly wish to express my personal thanks and the thanks of my colleagues to the Chairman, Dr. Neilly, for his most helpful consideration of the many matters which have been brought to him during this year, and again I wish to thank him for his kindness in affording us the pleasure of meeting the members of the Board of Governors and of presenting to them the work of the Laboratories.

7 June, 1943.

(Sgd) R. D. Defries, M.D.
Director."

The Secretary was directed to convey to Dr. Neilly and to the Committee and Staff of the Connaught Laboratories the Board's sincere appreciation of the splendid work being carried on at the Laboratories, and its magnificent effort in connection with the war as evidenced by the above interesting report.

Connaught
Laborator-
ies Annual
Financial
Statement

In the same connection the audited financial statement of the Connaught Laboratories for the year ended 31 March, 1943, was also presented and approved.

Prepara-
tion by
Connaught
Laborator-
ies of
quantities
of gas gan-
grene
antitoxin
for author-
ities in
Britain

Dr. Neilly submitted the following letter in connection with the preparation, at the request of the Department of Munitions and Supply, Ottawa, of quantities of gas gangrene antitoxin by the Connaught Laboratories for the authorities in Great Britain:-

"Dr. D. Bruce Macdonald,
Chairman, Board of Governors,
University of Toronto,
Toronto, Ontario.

Dear Dr. Macdonald:-

The Connaught Laboratories have been urgently requested to undertake the preparation of 150,000 vials of gas gangrene antitoxin by the Department of Munitions and Supply, Ottawa. This serum is being ordered by the authorities in Great Britain. At the commencement of the war the Laboratories undertook the preparation of gas gangrene serum and, fortunately, have part of the supply now required for the Canadian Forces. However, the amount required by Great Britain is a very large amount. It will require the immunizing of some 300-400 horses, and delivery of the serum cannot be commenced earlier than a year and completed before eighteen months. The undertaking will call for the erection at the Farm Section of seven temporary stables, a temporary operating unit, an isolation unit, etc., as well as a permanent addition to the Concentration Building. It is estimated that the capital expenditures will amount to \$100,000.

Preparation
of quanti-
ties of gas
gangrene
antitoxin
by Connaught
Laborator-
ies for
authorities
in Britain
(Cont'd)

Dr. Defries, Director of the Laboratories, has discussed the supplying of this serum with officials of the Department of Munitions and Supply, Ottawa, and has indicated to them that special arrangements are necessary if the Connaught Laboratories is to undertake the preparation of this very large quantity of gas gangrene serum. He has pointed out that it is not a serum normally prepared by the Laboratories; that there is no peacetime demand for the serum, and that it is essential that provision be made to reimburse the University in case of the cancellation of the contract due to cessation of hostilities or for any other reason. As a result, in a letter dated June 19th, a copy of which is appended, Dr. Defries presented these considerations and outlined the provisions which would be essential in any agreement between the Government and the Board of Governors of the University, as relating to the preparation of this serum.

It was stated that the Connaught Laboratories would undertake to prepare this quantity of serum for a sum not exceeding \$765,000 and the work would be undertaken on a cost basis plus 5 per cent. It is the hope of the Laboratories that it will be possible to supply the serum at a considerably lower price than the estimate which has been made. The Government would, in turn, undertake to make progress payments based on monthly audited statements of expenditures and in case of cancellation to reimburse the University for all expenditures made and liabilities incurred, including the restoration of the property and laboratory facilities to their present state. Since the temporary stables would have little or no salvage value and the addition to the permanent building at the Farm would be of value only to the Connaught Laboratories, it was requested that these become the property of the Connaught Laboratories, together with the equipment required for the work.

It was hoped that a formal agreement might have been presented to the Board at this meeting (June 24th). However, this was not possible and Mr. J. Pettingrew, Assistant Deputy Minister of Munitions and Supply, has forwarded a letter dated June 22nd, a copy of which is appended, stating that the proposals of Dr. Defries' letter of June 19th have received the approval of the Production Board. With reference to the matter of the capital expenditures for the temporary and permanent buildings, the Department is willing to make a grant to the Connaught Laboratories of \$115,500. This amount is to include expenditures for equipment. The expenditure of this sum is to be subject to audit and a refund of the unexpended portion. It is proposed also to pay to the Connaught Laboratories from time to time, on the basis of progress estimates furnished by the auditors of the University of Toronto, amounts up to an aggregate of \$649,500. The total amount of the capital expenditures and the operating expenditures is \$765,000, as previously stated. Mr. Pettingrew has stated that if this proposal is approved by the Board of Governors, an agreement will be prepared and presented for approval to the Privy Council and the Board of Governors. This, however, may require several weeks.

Supplementing the letter from Mr. Pettingrew, Assistant Deputy Minister, Mr. Croll of the Department has telephoned to state that to facilitate the immediate commencement of the work the Department, on receipt of approval from the Board of Governors, will submit a tender form to the Connaught Laboratories incorporating the basic provisions of the letter of June 19th, including the supplying of the serum at a cost basis plus 5 per cent, stating the total commitment as \$765,000 and the provision for capital expenditures.

In my opinion these provisions are reasonable safeguards in this undertaking and I would recommend their approval by the Board of Governors. As I shall be out of town, I would ask that the Board name a small sub-committee with authority to instruct the officers of the Board to execute an agreement when submitted by the Department of Munitions and Supply, based upon the Director's letter to the Department, dated June 19th, and in the meantime that the Director of the Connaught Laboratories be authorized to complete the tender form to be submitted by the Department.

Yours sincerely,

(Sgd) B. Neilly,

June 24, 1943.

Chairman, Connaught Laboratories Committee."

Upon motion of Dr. Neilly,

Seconded by Mr. LaBine,

The arrangements outlined in the foregoing letter were approved and authority was given to the Standing Committee re Connaught Laboratories to act in connection with the agreement referred to. Approval was also given for the signing of the agreement on behalf of the Board, and authority was given to Dr. Defries to complete the tender forms to be submitted by the Department of Munitions and Supply.

In view of the possible absence from the City of the Chairman and the Vice-Chairman during the Summer months, the Board, upon motion of Dr. Gibson, authorized the President to consult with any other members of the Board if he found it necessary to recommend additional appointments or deal with urgent matters; and the Bursar was authorized to act upon such recommendations of the President, which are to be reported to the Board at its first meeting in September for confirmation.

In the absence of the Bursar of the University, Mr. C. E. Higginbottom, Mr. H. E. McBride was authorized to sign as pro Bursar on University cheques, and Mr. G. M. Grant and Miss E. Crookshanks were authorized to sign as pro Accountant.

As this was the last meeting before the Autumn, the Bursar took the opportunity of presenting to the Board the Golden Book in memory of the late Sir Frederick Banting which is nearing completion, the preparation of which had been recommended by the Committee on the Banting memorial and approved by the Board, and the members present were very favourably impressed with the same.

The Board were very pleased to learn from the President that there had been numerous visits to the University by representatives of the Latin-American countries, and it was felt that everything possible should be done to encourage friendly relations with them.

The meeting adjourned at 6 p. m.

Minutes confirmed.

*Indeferred
m. b.*
September 9th 1943

M. Neilly
Acting Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, September 9th, 1943, at 4 p. m.

Present -

Dr. Gibson (Vice-Chairman)
The Chancellor
The President
Dr. Neilly
Mr. Morrow
Hon. Dr. Bruce

Chief Justice Rose
Chief Justice Robertson
Hon. Dr. Ferguson
Mr. McCullagh
Mr. Bryce

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

The Chairman (Dr. Macdonald)
Mr. Ross
Mr. LaBine
Mr. Osler

Mr. Rogers
Mr. Duncan
Hon. Dr. Kelly

The minutes of the last meeting were read and confirmed.

Resolution
of sympathy
to Mr. Osler
upon the
death of his
son on ac-
tive service

Upon motion of Hon. Dr. Bruce,
Seconded by Rt. Hon. Sir William Mulock, K.C.M.G.,
It was Resolved -

That the members of the Board of Governors express to their fellow member, Mr. F. Gordon Osler, sincere sympathy in the death of his gallant son on active service in Sicily, and the hope that he himself will soon be restored to full health and strength and be able to share again in our deliberations.

Dr. Neilly
acted as
Chairman
until Dr.
Gibson's
arrival

In the absence of the Chairman and the Vice-Chairman, Hon. Dr. Bruce moved that Mr. Morrow, as Acting Chairman, take the Chair. Mr. Morrow declined in favour of Dr. Neilly who, with the Board's approval, acted as Chairman until the arrival of Dr. Gibson, the Vice-Chairman, about 4:20 p.m.

Letter from
Minister of
Education
re Universi-
ty Estimates
for 1943-44;
and acknow-
ledgments
of Estimates
from the
Premier and
Mr. Walters

Arising out of the minutes the following let-
ter was read from the late Dr. Duncan McArthur, Minister of Education,
in connection with the University Estimates for 1943-44, together with
letters from the Premier and Mr. C. S. Walters, Deputy Provincial
Treasurer and Controller of Finances, acknowledging the receipt of
copies of the Estimates sent to them:-

"Rev. D. Bruce Macdonald, M.A., LL.D.,
Chairman, Board of Governors,
University of Toronto,
Toronto.

Dear Dr. Macdonald:-

I have before me a copy of the Estimates of
the University of Toronto for the financial year ending June 30,
1944, as passed by the Board of Governors on the 10th of June. I
observe that, exclusive of the special wartime bonus, it is estim-
ated that the expenditures of the University will exceed the net
revenue by the sum of One Thousand, Three Hundred and Eighty-five
Dollars (\$1,385).

These Estimates are approved to the extent
only to which provision has been made by the appropriations,
statutory and otherwise, approved by the Legislature of the Pro-
vince at its last session and by the other revenues set forth in
the Estimates.

Yours very truly,

June 29, 1943.

(Sgd) D. McArthur,
Minister of Education"

Bonus to the
office staff
of the Super-
intendent's
Office from
funds of
Radio Tech-
nicians'
Course No.2

The Bursar reported the following distribu-
tion from the funds of the Radio Technicians' Course No. 2, which,
upon the recommendation of the Property Committee, was granted as a
bonus to the office staff of the Superintendent's Office with the
approval of Professor E. F. Burton, Department of Physics:-

Mr. A. D. LePan	\$ 250.00
Mr. G. D. Maxwell	250.00
Mr. W. J. Robson	116.28
Mr. A. J. Butlin	112.56
Mr. R. L. Derbyshire	64.65
Mr. W. L. D. Carnie	116.28
Miss A. K. Wynn	67.44
Miss E. Nicklin	67.44
Miss R. M. Rankin	60.44
Miss J. I. Taylor	55.81
Miss M. R. LeGrow	46.51
Miss B. Hart	46.51
Miss E. Henry	39.53
Miss M. Thompson	38.70
Miss L. Hartley	36.30
Total -	<u>\$1,368.45</u>

No meeting
of Execu-
tive Com-
mittee
held but
summer
business
approved
by the
President
confirmed

The Executive Committee meeting was not held

previous to the Board meeting but -

Upon motion of Mr. Bryce,

Seconded by Dr. Neilly,

The following matters dealt with during the Summer upon the ap-
proval of the President were confirmed:-

(a) Appointments:

Faculty of Arts:

G. deB. Robinson

- Associate Professor of Mathematics

from 1 July, 1943 - no change in salary

J. Ellis Thomson

- Head of the Department of Mineralogy

from 1 August, 1943, no change in salary

Faculty of Applied Science and Engineering:

Civil Engineering: Municipal and Structural:

R. F. Legget

) Associate Professors from 1 September,

C. F. Morrison

) 1943 - no change in salary

L. M. Pidgeon

- Head of the Department of Metallur-
gical Engineering and Professor

from 1 October, 1943 @ \$5,000 per year

(Note: It was moved by Dr. Neilly,

Seconded by Mr. Bryce,

That an additional vote be granted to take care
of Professor Pidgeon's salary for 1943-44)

School of Physical and Health Education:

Miss C. H. Layton

- Secretary of the School from 1 July, 1943,
at \$1,750 per year

Registrar's Office:

Miss H. E. Bonter

- Stenographer from 1 July,
1943 \$1,200 " "

For the Session 1943-44

Faculty of Arts:

Miss A. E. Stewart

- Secretary Assistant and Librarian

in Chemistry, from 1 Sept. \$1,200 per an.

C. Atkins

- Temporary Instructor, Fine Art, without
salary

P. E. Marquis

- Lecturer in French

\$1,800

E. C. de la Casa

- Assistant Professor, Italian
and Spanish

2,500

Political Economy:

H. C. Murray

- Assistant

250

J. R. Mallory

- Temporary Lecturer

1,800

S. G. Murray

- Instructor

1,500

E. Munzer

- Lecturer

2,000

Miss F. Armstrong

- Research Assistant, Zoology, \$110 per mo.

Faculty of Medicine:

Miss D. Downing

- Clerical Assistant, Banting and Best

Department of Medical Research \$800 per an.

E. I. Glenister

- Associate Resident Fellow in

Ophthalmology

\$600

R. P. McCaffrey

- Fellow (part time) Physiology

400

Surgery:

Resident Fellows:

J. E. Bateman

- \$200

G. E. Cooper

200

F. P. Dewar

- 200

G. A. Lane

200

E. G. Meyer

- 200

E. B. Tovee

200

Assistant Resident Fellows:

J. R. Francis

- 150

W. D. Stevenson

150

Appoint-
ments
made dur-
ing the
Summer
(Cont'd)

For the Session 1943-44

School of Hygiene:

Miss A. T. Owens

- Research Fellow in Sub-Department of Nutrition \$100 per mo.

Faculty of Applied Science and Engineering:

R. E. Scott

- Demonstrator, Applied Physics \$1,200

Mechanical Engineering:

R. R. Service

- Demonstrator, Mechanical Engineering 1,200

D. J. Parrish

- Instructor 1,500

W. Bruce

- Instructor (cancelling previous appointment as Demonstrator) 1,400

L. Pancer

- Instructor, Mining Engineering (cancelling previous appointment) 1,400

H. Morawetz

- Research Assistant, School of Engineering Research 500

Engineering Law:

P. H. Mills

- Special Lecturer 400

R. E. Laidlaw

- do. without salary

Civil Engineering: Municipal and Structural:

W. H. M. Laughlin

- Special Lecturer 300

V. L. Henderson

- Special Lecturer in Applied Mechanics 150

Faculty of Dentistry:

P. W. Arkle

- Demonstrator in Dentistry 1,080

Miss B. McBride

- Assistant to the Secretary, from August 23 \$1,300 per an.

Mrs. D. A. Secord

- Instructor in Principles of Accounting 486

Faculty of Household Science:

Miss M. H. Graydon

) Assistants (part time) 800

Miss F. P. Kennedy

) 800

Ontario College of Education:

Instructors in University Schools:

H. A. Grainger

) from 1 July, 1943, for \$4,000 per an.

J. S. Carlisle

) duration of the war 2,100 " "

University College Women's Residences:

Miss M. Dickie

- Secretary, from August 1 at \$1,000 per an. with living valued @ \$400 per an.

Additional
appoint-
ments, ad-
justments
in salaries,
etc., made
during the
Summer

(b) Additional appointments, adjustments in salaries, etc:

Appointments in the Bursar's Office:

From 1 July, 1943:

H. Cumming

- Bookkeeper \$1,000 per an.

Miss M. Smith

- Clerk, Accounts Branch 900 " "

F. S. Jamieson

- Temporary Bookkeeper from 1 July, 1943, for duration of war (vice R. A. McMurtrie, resigned) 1,200 " "

University Extension:

Additional appointments in Summer Session: Pass

Course for Teachers:

F. S. Hogg

- Astronomy \$125

Miss R.J. Northcott

- Astronomy 75

A.R. Gopal-Ayengar

- Botany, Laboratory Assistant 150

H. R. MacCallum

- Philosophy 210

W. J. McCurdy

- Philosophy - a reduction from \$300 to \$210 in remuneration previously authorized.

An increase in salary of Miss G. L. Lawrenson, Clerk in the Registrar's Office, from \$700 to \$900 per annum, effective July 1, 1943.

Additional
appoint-
ments, ad-
justments
in salaries,
etc., made
during the
summer
(Cont'd)

(b) Additional appointments, adjustments in salaries, etc. (Cont'd):

Physics:

A reduction in salary of Dr. A. A. Brant, by arrangement with Provincial Department of Mines, from \$2,400 to \$2,100 per annum; \$1,200 to be paid from regular departmental vote and \$900 from Geophysics Research Fund, with a change in the University's contribution to the Teachers' Insurance and Annuity Association on his behalf from \$120 to \$105 per annum.

A change in the salary of Mrs. Beatrice M. Deacon, Research Assistant, from \$1,500 to \$1,800 for 1943-44.

An increase in the salary of Mr. J. A. Houpert, Lecturer in French, from \$2,000 to \$2,100 for 1943-44 in accordance with amount in the Estimates.

An extension of the appointment of R. R. Service, Research Assistant, Mechanical Engineering, for two weeks from September 1 at \$87 for the period.

An increase in the salary of Dr. R. R. Langford, Research Assistant, Zoology, from \$950 to \$1,250 for 1943-44, in accordance with amount in the Estimates.

Dentistry:

Payment of an additional amount of \$430 to Dr. J. B. Macdonald, Demonstrator in Dentistry, for undertaking part of the duties of Dr. J. Kreutzer, on war service.

Payment of an additional \$100 to Miss D. F. J. Berry, Associate in Preventive Dentistry, who is also undertaking part of Dr. Kreutzer's duties.

The payment of \$70 a week for 6 weeks to N. W. Reynolds as Teacher in the Ontario College of Education High School Classes, this amount to be taken from the vote for "Practice Teaching".

Resigna-
tions dealt
with during
the Summer

(c) Resignations:

Dr. H. C. Bazett	- Research Professor, Banting and Best Department of Medical Research	Sept. 1
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It was moved by Hon. Dr. Bruce,
Seconded by Dr. Neilly,

That a resolution be forwarded to the University of Pennsylvania expressing the grateful thanks of the Board in making it possible for the University of Toronto to avail itself of the valuable services of Dr. Bazett in furthering the war effort here, and conveying sincere regret that it was necessary for him to return to his post at the University of Pennsylvania.

J. A. Houpert	- Lecturer in French	Sept. 1
Miss M. R. Howitt	- Clerk, Bursar's Office	Aug. 15
(with authority to use balance of salary for a substitute)		
J. T. Montague	- Assistant, Political Economy	Aug. 11
Miss M. E. Wightman	- Autopsy Recorder, Pathology & Bacteriology	Aug. 31
Miss Norma Mortimer	- Secretary, School of Nursing - date of resignation delayed a month to	Sept. 30
Mrs. Ivy Scott	- Technical Assistant, Physiology	Aug. 31
School of Hygiene:		
D. Murray Young	- Research Fellow	Aug. 1
M. L. Sutherland	- Research Assistant	Sept. 30

Leaves of absence granted during the Summer

(d) Leaves of absence:

Professor R. M. Dawson, Political Economy, until the beginning of 1944, in order that he may accept a Government position in the Province of Nova Scotia; his salary for the Session 1943-44 to be \$3,000., a reduction of \$1,000.
Professors E. A. Bott and C. R. Myers, Psychology - an extension of leave of absence for one year from October 1, 1943, to continue their research work with the Royal Air Force.

Additional appropriations granted during the Summer

(e) Additional appropriations - 1942-43:

Registrar's Office:
"Printing Examination Papers and Class Lists" - \$139.60
"Supplies and Sundries" - 160.40
\$300.00
Miscellaneous and General:
"Workmen's Compensation" - 439.88

Transfers in appropriations granted during the Summer

(f) Transfers in appropriations - 1942-43:

Central Power Plant:
From "Repairs and Renewals"
To "Assistant Engineers" - 87.03
School of Nursing:
From "Caretaker's Supplies" - \$144.89
"Telephones" - 8.76
"Water" - 60.65
"Gas, City Current & Occasional Fuel" - 326.48
To "Repairs and Renewals" 540.78
University Press:
From "Cost of Production"
To "Royalties" - \$2,000

Miscellaneous matters dealt with during the Summer on approval of the President

(g) Miscellaneous:

Postponement of tuition fees until after the war in the case of Colin Young, a British war guest.

Approval of Institute of Child Study budget for July, August and September, totalling \$4,225.00, plus an additional \$300.00; and a transfer to the Institute of \$4,000.00 from the funds of the Ontario College of Education.

Leasing of the house at 85 Grenville Street as a residence for students in the School of Nursing.

Title of Sub-Department of Virus Studies in School of Hygiene changed to Sub-Department of Virus Infections as from July 1, 1943.

School of Hygiene:-

Dr. James Craigie to be designated as Associate Professor of Virus Infections instead of Associate Professor of Epidemiology, effective July 1, 1943.

Dr. E. W. McHenry to be designated as Associate Professor of Nutrition instead of Associate Professor of Physiological Hygiene, effective July 1, 1943.

The Board also approved of the following additional matters dealt with during the Summer:-

(a) The approval by Mr. Morrow of the purchase of coal for 1943-44 as follows:-

Other matters dealt with during the summer

(a) The approval by Mr. Morrow of the purchase of coal for 1943-44 as follows:-

	<u>Firm</u>	<u>Tons</u>	<u>Kind of Coal</u>	<u>Price per ton</u>
coal supply for 1943-44	Canada Coal Co.	7,500	Christopher 1" x 2" and Mead Pocohontas Screenings	\$ 6.63
		425	Alice (for stokers)	6.60
		1,800	Alice (for stokers) Hygiene Building	6.60
	Great Lakes Coal Company	7,500	Lucerne Nut and Slack	6.66½
		1,700	Lucerne Run of Mine	6.89
		500	Chieftain stoker for Connaught Laboratories Farm	7.09
	Halliday Brothers Limited	850	Buckwheat (loose)	11.25
			(bagged)	11.75

Note: No tenders received for this type of coal for the David Dunlap Observatory and the Connaught Laboratories Farm, and the Superintendent to make the best arrangements possible.

P. Burns Coal Co.

Whatever coal we are able to obtain of Grate, Egg, Stove and Nut size @ \$15.00 per ton loose and \$15.50 per ton bagged, and Cannel coal @ \$15.50 per ton bagged.

Under Government restrictions, the University is not able to obtain its complete supply of larger size anthracite, and for some of the buildings, such as the Mechanical Building, we will likely be unable to purchase any. We will have to take other than Class "A" fuel, as we can get it.

No tenders were received for this coal for the Connaught Laboratories Farm, and the Superintendent is to make the best arrangements possible.

Further miscellaneous matters dealt with during the summer

(b) Miscellaneous:

Powers of Attorney forms signed on behalf of the Governors in connection with Insulin Trade Mark renewals in Colombia, Mexico and Chile.

School of Nursing - expenditure of \$150 for alterations charged to a sub-heading under their appropriation for Residence Maintenance as follows: - "Residence Maintenance: Wages, Food, Laundry and Miscellaneous - ALTERATIONS, No. 7 QUEEN'S PARK".

A transfer of the sum of \$7,105.90, being balance in "Suspense" Account of the Royal Ontario Museum at June 30, 1943, to "Ordinary" Account, to be applied on account of the wartime bonus paid to the staff of the Museum in 1942-43.

A transfer of \$2,680.50 from McLennan Laboratory Research Fund to Salaries appropriation in the Department of Physics for 1942-43, as provided for in the Estimates.

The following recommendations by the President were approved:-

Appointment of G. Edison as Lecturer in Philosophy

That Mr. G. Edison be appointed as a Lecturer in the Department of Philosophy from 1 July, 1943, to 30 June, 1944, at a salary of \$2,500., of which one third, \$833.34, is to be paid by Trinity College; the total pension contributions to be paid by Trinity College.

Additional
appropria-
tions

Additional appropriations:

Faculty of Applied Science Office:

To cover the salary of an additional stenographer and special comptometer service \$910

Sir Frederick Banting Records:

For secretarial assistance, stationery, etc. in connection with Dr. R. W. I. Urquhart's work as Custodian of the Banting records \$800

Faculty of
Music regis-
tration fee
to be carried
over to the
student's
credit

In connection with the registration fee of \$15.00 in the Faculty of Music, that authority be given that in cases of illness or of war duties preventing the student from writing upon his final examinations, the fee be carried over to the student's credit for the next session in which he is able to register.

Payment of
fees by
students
in Arts
on active
service

That in connection with the payment of fees by students on active service, commencing with the Session 1943-44 a student in the Faculty of Arts who may be given credit for one academic year, upon submitting evidence that he has been on active service for at least eight months, shall not be required to pay the tuition fee for that year unless he has been in attendance for a part of the year, when he will be required to pay the corresponding part of the tuition and incidental fees. All students admitted to the degree must, of course, pay the degree fee. These regulations were stated by the President to have the consent of the federated colleges.

Remission
of fees to
Ontario
Government
Scholarship
holders in
Faculty of
Arts

That a remission of fees to the extent of \$50.00 be allowed to holders of Ontario Government Scholarships; this privilege to apply for the Session 1943-44 and only to students enrolled in the Faculty of Arts. This ruling also has the approval of the federated colleges.

Military
Training
regula-
tions for
1943-44

That the following regulations respecting Military Training for the Session 1943-44, as prepared by the Committee on Military Training, be approved:-

1. As National Selective Service grants postponement of Military Service to students of the University only on condition that they undergo compulsory military training while at the University, of a standard recognized by the Department of National Defence, all male students, both undergraduate and graduate, except as noted in Section 2 below, whether or not they are British subjects, will be required to take training in the University Naval Training Division, or in the Canadian Officers Training Corps, or in the University Air Training Corps.

Military
training
regula-
tions for
1943-44
Cont'd)

2. The undermentioned categories of students will not be required to take military training in the University:-
 - (a) Students who are on active service.
 - (b) Students who are receiving training outside the University as members of Reserve Units of the Canadian Navy, Army and Air Force.
 - (c) Students enrolled in the Fourth, Fifth and Sixth Years of the Faculty of Medicine.
 - (d) Students who are certified by the University Health Service to be medically unfit for military training.
3. All students who are required to take military training in the University will register not later than 12 noon on Saturday, October 2, 1943, with the University Naval Training Division, or with the First or Second Battalion, Canadian Officers Training Corps, or with the University Air Training Corps, according to directions to be published in the "Varsity".
4. Students who claim exemption from military training under Section 2 (b) will apply for this exemption at the office of the University Registrar not later than October 9, 1943.
5. Any student who is required to take military training under Section 1 above, and who fails to comply fully with the regulations respecting such training, may be ordered, on the recommendation of the Court of Discipline, to withdraw from the University.

The Secretary was instructed to send a copy of the above regulations to each member of the Board.

That upon motion of Mr. Morrow,

Seconded by Mr. Bryce,

The sum of \$150 a year for three years be allocated from the "Dr. J. R. Rutherford Medical Research Fund" and applied on account of the fees of Reginald Rutherford of Windsor, a son of Dr. J. R. Rutherford, who in 1929 donated \$5,000 to the University for Medical Research.

Communications were presented and dealt with as follows:-

From the University Solicitor transmitting a communication from Mr. T. R. Walsh, Chief of Instructions and Enforcement, National Selective Service, Ottawa, stating that -

"employees of the University of Toronto are not regarded as 'employees' within the meaning of Part II of the National Selective Service Civilian Regulations"

and the Board were very pleased to be informed of this decision.

From Chancellor Brown of Victoria University stating that they accepted the Board's offer to renew the lease of "Wymilwood", 84 Queen's Park, for a further period of 21 years from June 1, 1943, at the present

\$150 a year
for three
years from
"Dr. J. R.
Rutherford
Medical Re-
search Fund"
to be ap-
plied on
account of
fees of
Reginald
Rutherford

National
Selective
Service
ruling re
exemption
of Univer-
sity em-
ployees

Renewal of
lease of
84 Queen's
Park by
Victoria
College

Renewal
of lease
of Lot 67
not yet
settled

annual rental of \$975.00; and stating further that no decision had yet been reached in connection with the renewal of Lot 67 on the Drynan property (Emmanuel College site).

Award by
Board of
Concilia-
tion re
wages of
binders
and grant-
ing of
holidays

From Dr. W. J. Dunlop, Acting Manager of the University Press, stating that the Printing and Publications Committee had accepted an award by a Board of Conciliation whereby the wages of journeymen binders would be increased and a week's holidays per annum granted with half a week's pay to employees in bindery departments who have been on the staff for 12 months or more.

Transfer
from Royal
Ontario
Museum's
"Ordinary"
account to
"Suspense"
account

From the Secretary of the Board of Trustees, Royal Ontario Museum, requesting a transfer to "Suspense" account from "Ordinary" account of the sum of \$5,711.38, representing the balance remaining in the latter account as at June 30, 1943; and this transfer was approved by the Board.

Letters of
apprecia-
tion from
certain
members of
the staff
upon their
promotions

From the following members of the staff expressing appreciation upon their promotions:-

Robert Finch	- Associate Professor, Department of French
Bruno Mendel	- Associate Professor, Banting and Best Department of Medical Research
Miss Winifred Barnstead-	Professor of Library Science, Library School, Ontario College of Education

Letter of
thanks from
Prof. H.W.
Price for
additional
vote for
Demonstra-
tors

From Professor H. W. Price thanking the Board for the addition of \$2,400 to the appropriation for "Demonstrators" in the Department of Electrical Engineering, and expressing appreciation of the President's efforts in this connection.

Authority
for signing
of lease
of No. 85
Grenville
Street as
residence
for School
of Nursing;
funds to be
taken from
Residence
account

From the Superintendent transmitting the lease of No. 85 Grenville Street, which the University is leasing from Mrs. M. C. H. Raine as a residence to provide additional accommodation for students in the School of Nursing, at an annual rental of \$1,200 for five years from 1 September, 1943. These arrangements were authorized by the President during the Summer, who approved of the necessary funds for rent, repairs, etc., totalling approximately \$5,000., to be drawn from the Residence fund of the School. Authority was given by the Board for the execution of this lease, the terms of which were approved by the University Solicitor.

Letter of
Thanks re.
J. G. Fitz-
Gerald
Memorial
Fellowship

From Mrs. J. G. FitzGerald expressing appreciation of the es-
tablishment of the Memorial Fellowship in Medical Research in memory
of her husband, the late Dr. J. G. FitzGerald.

Letter of
apprecia-
tion from
United King-
dom Air
Liaison
Mission re
extension
of leave to
E.A. Bott and
J.R. Myers

From the United Kingdom Air Liaison Mission expressing appre-
ciation of the kindness of the University in continuing for the Ses-
sion 1943-44 the leave of absence granted to Professors E. A. Bott and
C. R. Myers to enable them to resume their work in England with the
Royal Air Force.

Increase
in amount
of Jenkins'
Bros.' Scho-
larship

From Jenkins Bros. Limited transmitting a cheque for \$100 in
connection with the Jenkins Scholarship in Engineering to provide an
increase in the amount of this scholarship from \$100 to \$200 per year,
and the Governors were extremely grateful for the generosity of the
donors, especially in view of the fact that it is their intention to
make the increase permanent.

Donations -

The following additional donations were re-
ported and were accepted with thanks and appreciation:-

National Research Council:

\$ 8,000.00	for Project	E.E.1-9, Dr. G. F. Wright, Chemistry
7,500.00	" "	F.E.6444, Dr. A. Pitt, Physics
5,000.00	" "	A.M.1, Dr. H. C. Bazett, Banting and Best Medical Research
2,000.00	" "	C.W.517, Dr. A. R. Gordon, Chemistry
1,800.00	" "	C.W.510, Dr. Leslie Young, Bio-Chemistry
1,450.00	" "	B.E.1, Prof. G. H. Duff, Botany
1,000.00	" "	M.P.25, Dr. N. B. Taylor, Physiology
600.00	" "	N.M.5, Dr. C. H. Best, Physiology
575.00	" "	E.E.1-15, Dr. H. O. L. Fischer, Chemistry
550.00	" "	N.M.12, Dr. J. E. Bateman, Banting and Best Medical Research
500.00	" "	N.M.13, Dr. C. H. Best, Physiology
300.00	" "	M.P.15, Dr. A. Ham, Anatomy

Department of National Defence for Air:

\$ 52,227.07	for residence accommodation, recreational facilities, etc., supplied to personnel of the Pre- Air Crew Training Course from Nov.1942 to Aug.1943
2,445.00	" instruction to R.D.F. Mechanics in Courses 13A and 13B, May and June
400.00	" tuition for Air Force doctors taking the Radiology Course in Department of Physics, Janu- ary to July.

Department of National Defence - Army:

\$ 19,809.35	for tuition and accommodation for personnel of the No.1 Canadian Army Course, Oct.1942 to May 1943.
2,400.00	" tuition for Army Officers taking the Radiology Course in Department of Physics, April to July

Donations
(Cont'd)Rockefeller Foundation:

\$ 4,325.00 being 3rd quarterly instalment of grant for Research in Psychiatry under Dr. C. B. Farrar
 1,583.82 to restore working advance under grant for additional teaching personnel, School of Hygiene, for 1942-43
 1,250.00 being 1st quarterly instalment of grant for Field Training Facilities, School of Hygiene
 1,117.87 being 1st quarterly instalment of grant for Research in Nutrition (Vitamins) under Dr. E. W. McHenry
 750.00 to cover remittance due for period July 1 to Sept. 30 for Nutrition Study, School of Hygiene

W. K. Kellogg Foundation, Battle Creek, Michigan:

\$ 5,000.00 U.S. funds for credit of the W. K. Kellogg Foundation Dental Scholarship Fund
 5,000.00 U.S. funds for additional loans to students in the Faculty of Medicine

Colonel R. W. Leonard Estate:

\$ 5,162.90 being a further distribution on account of the B2 portion of the Estate, in which the University has a one-fifth interest
 1,000.00 to meet the award of four Reuben Wells Leonard First Year Honour Scholarships in University College.

Miscellaneous:

\$ 2,000.00 U.S. funds from the John and Mary R. Markle Foundation, New York, being final payment of grant for research by Dr. K. C. Fisher on cellular metabolism and growth
 1,500.00 U.S. funds from the Nutrition Foundation, New York, for research by Dr. E. W. McHenry on retention of vitamins in rats on various diets
 1,292.86 from the Navy League of Canada for residence accommodation, meals and recreational facilities for Ratings and Wrens attached to the Navy Show
 1,060.00 U.S. funds from the Geological Society of America in connection with their grant for research work in Geophysics under Dr. N. B. Keevil
 650.00 from Dr. Bruno Mendel for credit of the Bruno Mendel Fund in Banting and Best Department of Medical Research
 500.00 from Mr. J. E. Atkinson of "The Toronto Daily Star" for a scholarship in Public Welfare in the School of Social Work for 1942-43
 500.00 from the Executors of the Janet Colquhoun Estate, representing the University's portion of a further distribution of \$1,500 on account of income, to be credited to the Colquhoun Library Fund
 250.00 from the Royal College of Dental Surgeons to cover awards of the James Branston Willmott Scholarships
 100.00 from the Ontario Association of Architects for the award of their scholarship for 1943-44
 100.00 from Mrs. B. Kilbourn to cover the William Emerson Wickett Scholarship in the Faculty of Applied Science for 1943-44
 100.00 from the Toronto Brick Company in payment of their Prizes in the Faculty of Applied Science for 1942-43
 65.00 from Dr. H. W. DeRenzy of Calgary to cover payment of dies for a medal in recognition of the research work of Dr. H. K. Box, Faculty of Dentistry; with an undertaking to provide two donations of \$500 each for these medals
 50.00 from the Hon. Charles McCrea for the Dent McCrea Scholarship in Law
 30.00 from the Lambda Chi Alpha Alumni Association to cover the award of the Ronald S. Saddington Medal in Medicine for 1942-43

Donations
(Cont'd)

Miscellaneous donations (Cont'd):

\$ 28.59	from Hon. J. A. Faulkner for credit of the Faulkner Medal Fund in Psychiatry
25.00	from the Labour Research Institute for their Prizes in Labour Law for 1943-44
25.00	from the Alumni Federation to cover the award of the U.C. Alumni Prizes in 1943-44
25.00	from Mr. Gurston Allen in payment of the Pi Lambda Phi Fraternity Prize in the Pass Course, Faculty of Arts, for 1942-43

Current
Expendi-
ture

The Bursar presented the financial statements for the month of July, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of September and the first part of the month of October. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Authority
for signing
of license
between the
Connaught
Laboratories
and Lyophile-
cryochem
company re
processing
of plasma
and serum
for Dominion
Government

The Bursar also presented a letter from the Comptroller of the Connaught Laboratories transmitting a draft license with the Lyophile-Cryochem Company of Pennsylvania for the purpose of regularizing the arrangements previously in force for processing plasma and serum for the Dominion Government in connection with the drying of certain biological products; and authority was given for the signing of this license on behalf of the Governors.

Authority
for the
Bursar to
sign on
behalf of
the Board
an affidavit
re Insulin

Authority was also given for the Bursar to sign on behalf of the Board an affidavit before an officer of the United States Consulate in connection with Notice of Claim arising as a result of Vesting Order relating to the Danish patent for "Insulin".

Report No.
224 of the
Property
Committee

Report Number 224 of the Property Committee was read as follows and approved:-

"The Property Committee begs to report to the Board of Governors:-

1. Your Committee has further discussed the arrangements being made in connection with the proposed Chemical Engineering building, and recommends that authority be given to the Superintendent to proceed also with the preparation of plans for a building for Chemistry in Arts; the cost of the plans for the latter building to be provided tentatively from the Wallberg Bequest, from which funds for the plans of the Chemical Engineering building are to be provided.

Proposed
buildings
for Chem-
ical Engin-
eering and
Chemistry
in Arts

Transfer of
balance of
salary of
Caretaker,
University
College

Authority to
Chairman of
Property
Committee
to submit
offer for
purchase of
65 St. George
Street for
a women's
residence

Appointment
of Special
Committee
re acquiring
of addition-
al proper-
ties

Increase in
residence
charges to
be consid-
ered

Authority to
Connaught
Laborator-
ies to nego-
tiate for
additional
property

Dr. Neilly ap-
pointed Act-
ing Chairman

2. Your Committee concurs in the recommendation of the Superintendent that the balance of the 1943-44 salary of W. J. Scott, Caretaker of University College, who died on July 31, 1943, be transferred to 'Cleaning Account', University College, to enable the Superintendent to pay for additional assistance until June 30, 1944, and to make a recommendation for Scott's successor starting July 1, 1944.

3. Owing to the necessity of additional residence accommodation for women students at the University, your Committee has made a survey of available properties which might either be rented or purchased for this purpose. One of the most suitable locations is the property at No. 65 St. George Street, now occupied by a fraternity, and which, it has been suggested, might be purchased by the University for \$20,000.00. Your Committee therefore recommends, upon motion of Mr. LaBine, seconded by Hon. Dr. Bruce, that the Chairman of the Property Committee be authorized to submit an offer of \$20,000.00 for this property, the funds to be provided from the E. C. Whitney bequest. Your Committee further recommends that additional University funds be provided for the purchase of the contents of this house if acquired by the University.

4. In the event of suitable properties being available for rental to provide further residence accommodation, your Committee recommends that in order to expedite matters a Special Committee, consisting of the Chairman of the Property Committee, the President, and the Superintendent, be appointed to make the necessary arrangements and report to the Board.

5. With further reference to the matter of residence accommodation for women students, your Committee has considered the rates at present in force and is of the opinion that an increase should be made in the same. However, in view of the fact that the existing charges are included in the University Calendars for the present Session 1943-44, it is recommended that this matter be referred to the President for consideration and report.

6. As a result of the heavy increased demands being made upon the facilities of the Connaught Laboratories regarding the preparation of certain products for war purposes, Dr. Neilly, the Chairman of the Connaught Laboratories Committee, informed your Committee of the necessity for obtaining additional accommodation to meet these unusually heavy demands. The possibility of the purchase of a certain described property was considered in this connection, and upon motion of Hon. Dr. Bruce, seconded by Mr. LaBine, your Committee recommends that authority be given the Connaught Laboratories Committee to enter into negotiations for the purchase of this property; the Connaught Laboratories to provide the necessary funds for such a purchase.

7. During the absence of Dr. Gibson, your Committee recommends that Dr. Neilly be appointed as Acting Chairman of the Property Committee.

All of which is respectfully submitted.

(Sgd) John J. Gibson,
Chairman."

September 8, 1943.

Suggested
change in
name for
property
No. 78
Queen's
Park

Mr. Morrow suggested that the name "Holwood", which had formerly been attached to the property at No. 78 Queen's Park, now occupied by the Women's Royal Canadian Naval Service, be changed for the duration of the war to "Flavelle House". After discussing this matter at length it was referred to Mr. Morrow to obtain the family's views in this connection.

Letter of
condolence
to Mrs.
Duncan
McArthur

The Bursar informed the Board that he had sent a letter of condolence on their behalf to Mrs. McArthur upon the death of her husband, Dr. Duncan McArthur, late Minister of Education in the Ontario Government, at whose funeral President Cody officiated.

Indefinite
as B.

Minutes confirmed.

Sept. 23rd 1943

The meeting adjourned at 5:45 p. m.

Amel MacArthur

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, September 23rd, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The Chancellor	Mr. Morrow
The President	Hon. Dr. Bruce
Hon. Dr. Ferguson	Mr. LaBine
Mr. Duncan	Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Anderson	Dr. Neilly
Mr. McCullagh	Chief Justice Robertson
Mr. Rogers	Chief Justice Rose
Hon. Dr. Kelly	

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

The Board confirmed the following action taken by the Special Committee appointed on the recommendation of the Property Committee in connection with Women's Residences:-

(a) An Offer to Purchase No. 5 Willcocks Street (The Green Lantern Tea Room) for \$13,500.

(b) An Offer to Lease No. 144 St. George Street for one year from September 21, 1943, at \$150 per month.

(c) An Offer to Lease No. 192 Bloor Street West for one year from September 27, 1943, at \$160 per month, less certain deductions for alterations, etc.

Upon the President's recommendation the Board authorized that funds be provided for the preliminary work necessary in connection with the occupation of the properties being taken over by the University this

Women's
Residen-
ces -

Offers to
purchase
and lease
certain
properties

Provision
of funds
for pre-
liminary
work on
Women's
Residences

Women's
Residences
(Cont'd)

Session as Women's Residences; the required amount in each case to be approved by the Special Committee.

Residence
charges
not to be
increased
at present
time

In this connection also the Board adopted the President's recommendation that no increase be made at this time in the rates charged women students for residence accommodation, in view of the fact that the University Calendars containing the residence charges are printed for the Session 1943-44 and that many students have already paid their residence dues on this basis.

Purchase
of Old Knox
College for
production
of "Penicil-
lin" -

vote of
thanks to
those who
negotiated
the sale

The Bursar reported that the Connaught Laboratories Committee had been successful in acquiring Old Knox College, Spadina Crescent, from Keystone Investments Limited, for the production of "Penicillin", and he was instructed to convey the Board's appreciation to Dr. Neilly, Dr. Defries and Mr. Morrow for their efforts in negotiating for the purchase of this property and for the splendid results obtained.

Remission
of fees to
holders of
Provincial
Government
Scholarships
to apply to
tuition fees
only

A letter was presented from Principal Brown of Victoria College enquiring whether the \$50 remission of fees granted to holders of Provincial Government Scholarships applied to the tuition or the incidental fees, and the Board confirmed the understanding that this remission applied to the tuition fees only.

No change
at present
in name of
No. 78
Queen's
Park

Mr. Morrow reported that he had consulted members of the Flavelle family in connection with the suggestion to change the name of "Holwood" to "Flavelle House", but in view of the opinions expressed by them the Board decided not to make any change at the present time.

Report of
Executive
Committee

The Board confirmed the action of the Executive Committee as set out in the following report:-

"To the Board of Governors,
University of Toronto.

A - Appointments

(1) We have approved the following appointments and resignations:-

For the Session 1943-44Faculty of Arts:

Mrs. L. W. Bryce	- Class Assistant, Anthropology	\$ 250
Miss R. E. Bryan	- Assistant, Chemistry	\$75 per mo.
<u>Physics:</u>		
R. W. McKay	- Demonstrator	\$1,200
G. A. Wrenshall	- Demonstrator (part time)	1,000
Mrs. A. Thomson	- Assistant Demonstrator	800
S. G. Ellis	- Demonstrator	2,000
E. A. Maynier	- Assistant, Political Economy	250
Mrs. M. O. Proctor	- Librarian and Stenographer, Zoology	\$1,050 per an.

Faculty of Medicine:Anatomy:

R. G. MacKenzie	- Demonstrator	\$ 400
Miss M. I. Norquay	- do.	\$90 per mo.

Pathology and Bacteriology:

Miss J. M. Thomas	- Autopsy Recorder, from 1 Sept. 1943	\$70 " "
Mrs. A. F. Young	- Special Technician	\$70 " "

Physiology:

M. A. Ashworth	- Fellow (part time)	\$ 500
Miss J. P. Fletcher	- Research Associate (part time)	\$70 per mo.

Faculty of Applied Science and Engineering:

H. C. Jones	- Demonstrator (part time), Applied Physics	\$ 600
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J. A. Murray	- Special Instructor in Architectural Design (part time), Architecture	900
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Chemical Engineering:

L. H. Dakin	- Demonstrator (part time) (cancelling previous appointment)	550
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F. A. McPhee)	925
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W. F. Graydon) Demonstrators	1,300
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C. Potter)	925
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Miss A. Pushbrook	-) Demonstrators (part time)	465
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A. W. Dimond)	465
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J. O. Gorman	- Demonstrator, Civil Engineering: Municipal and Structural	1,200
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Electrical Engineering:

K. H. Rapsey	- Special Lecturer (part time)	800
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M. E. Nylin	- Demonstrator	1,100
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F. E. Deloume	- Demonstrator, Engineering Drawing	1,300
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Mechanical Engineering:

W. A. Wallace	- Instructor	1,500
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R. A. Walker	- Demonstrator	1,200
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F. M. Aimone	- Demonstrator, Mining Engineering	1,200
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Ontario College of Education:

D. A. Glassey	- Instructor in Methods in Classics	\$450 per month
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K. E. Prentice	- Instructor in University Schools from 1 July, 1943	\$2,500 per an.
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School of Nursing:

Mrs. J. Tenor	- Librarian (part time)	\$ 40 " mo.
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Mrs. G. L. Watson	- Secretarial Assistant	90 " "
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Mrs. G. Adams	- Stenographer (part time)	50 " "
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University Health Service:

Miss D. Milne	- Nurse	\$1,000
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Resignations

Miss M. E. Waddell	- Dietitian-Housekeeper, School of Nursing	Oct. 15
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Miss A. E. Boulter	- Lecturer and Clinical Instructor, School of Nursing	Sept. 30
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(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President
(Sgd) F. K. Morrow,
for Chairman of the Finance Committee"

ppoint-
ents

Resigna-
tions

Additional
resig-
nations

Additional resignations were reported as fol-

lows and accepted:-

Miss Ruth Thomas	- Technical Assistant, Zoology	Aug.31
Pathological Chemistry:		
Dr. W.G.E.Eggleton	- Assistant (part time)	July 15
Dr. G. P. Hamblin	- Assistant	June 30
Dr. R. G. Struthers	- Associate in Public Health Admin- istration, School of Hygiene	Sept.1

President's
notation
re consci-
entious
objectors

On the slip recommending the appointment of a conscientious objector, F. A. McPhee, as Instructor in Chemical Engineering (vide folio 113), a notation was made by the President to the effect that no more conscientious objectors were to be appointed to the staff.

Approval was given to the following recommen-
dations of the President:-

Additional
amount
for L.Van
Cleemput,
Botany

That Mr. L. Van Cleemput, Horticulturist in the Department of Botany, be paid an additional amount of \$200 for the Session 1943-44, bringing his total salary for the year to \$2,400.

Increase
in honoraria
to Drs. F.P.
Dewar and
E.B.Tovee

That the honorarium to be paid to Dr. F. P. Dewar, Resident Fellow, Department of Surgery, from July 1 to December 31, 1943, be changed from \$200 to \$500; and that if Dr. E. B. Tovee is permitted to accept his appointment for the same position for the period January 1 to June 30, 1944, his honorarium be also changed to \$500.

Adjust-
ments in
salaries
of -

That the following adjustments in salaries in the Department of Chemical Engineering for the Session 1943-44 be approved on account of additional services to be rendered:-

A.M.Fitz-
Gerald
T. Linsey
Crossley

- (a) Mr. A. M. FitzGerald, Lecturer, an additional \$150., making his total remuneration \$1,950.
- (b) Mr. T. Linsey Crossley, Special Lecturer, an additional \$50., bringing his total salary to \$200.

Transfer
re above
amounts

In order to provide the funds required to meet the above additional payments the Board also approved of the transfer of \$200 from the appropriation for "Demonstrators and Assistants".

Change in
salary of
W.S.Glynn

That the salary of Mr. W. S. Glynn, Instructor in Engineering Drawing, be changed from \$1,200 to \$1,300 for the Session 1943-44.

Leave of
absence to
Miss D.A.
Millichamp

That leave of absence without salary be granted to Miss D. A. Millichamp, Assistant Director of the Institute of Child Study, in order to permit her to accept a position with the Provincial Government in connection with foster care of children of parents in employment, she to continue to give an occasional lecture at the University; and that her resignation from the appointment of Assistant in the Department of Psychology for 1943-44 be accepted.

Authority
for altera-
tions in
Metallur-
gical
Engineer-
ing; cost
to be met
from Wall-
berg Fund

That provision be made for necessary alterations and improvements in the Department of Metallurgical Engineering upon the retirement of Professor Guess and the appointment of Professor Pidgeon as Head of the Department; the cost to be met from the interest on the Wallberg Fund and not to exceed the sum of \$10,000.

Report on
condition
of build-
ings

NOTE: In view of the large amount of money involved in the above request for improvements, the Board gave instructions that the Superintendent prepare a report on the condition of the buildings and properties under his supervision.

Fees to be
charged
members of
the Armed
Services
for Exten-
sion
Courses

That the following fees be charged to members of the Armed Services for courses in the Department of University Extension and
Publicity:-

- (a) Pass Course for Teachers:
A tuition fee of \$10 per subject in Teachers' Classes and in the Summer Session.
- (b) Evening Tutorial Classes:
\$1.00 per subject, whether the regular fee be \$3., \$5., or \$12.

Postpone-
ment of
fees until
after the
war for
Harry
Dworsky
and
Miss M.F.
Harrison

That postponement of fees, for the Session 1943-44, until after the war be granted in the following cases:-

- (a) Harry Dworsky, Trondheim, Norway, at present registered as an occasional student in the Faculty of Medicine, who expects to be admitted to the Fourth Year next January as a regular student.
- (b) Miss Margaret F. Harrison, a member of the University of Toronto Women's War Service Committee group, who has applied for admission to the First Year of the Honour Course in Household Economics, Faculty of Arts, University College.

Postpone-
ment of
fees of
Miss E.
Neuwelt

That the arrangements made last year for postponement of the fees of Miss E. Neuwelt, University College, until after the war, be extended for the Session 1943-44.

Communications were presented and dealt with as follows:-

Approval
of Annual
financial
statement
of Toronto
Conserva-
tory of
Music

From the Secretary-Treasurer of the Toronto Conservatory of Music transmitting their audited report for the fiscal year ending June 30, 1943, together with an explanatory memorandum. Upon motion of Mr. Morrow, seconded by Mr. Bryce, this report was approved, and the Governors expressed pleasure that the Conservatory was in a much better financial position.

Janet Col-
quhoun
Bequest
for the
University
Library

From the University Librarian stating that in connection with the bequest of the late Janet Colquhoun, the Library Committee was of the opinion that the funds arising from this bequest should be regarded as capital and that for the present at least only the interest on this fund be spent for "The Arthur Hugh Urquhart Colquhoun Library of Canadian History". This opinion was confirmed by the Board.

Transfer
from Depart-
ment of
Chemistry
to the
University
Library
for pur-
chase of
books

From Professor F. B. Kenrick requesting the following transfer:-
From "Chemicals, glassware, etc." in the Department
of Chemistry
To "Current Account", University Library - \$494.44

This amount represents the proceeds transmitted by Professor Kenrick to the Bursar last July from the sale of a set of Zeitschrift, and the Board authorized the above transfer in order to permit of the purchase by the University Librarian of a set of Berichted deutsche Chem. Gesell for the Chemical library at a cost of \$933.80; the balance to be paid from Library funds.

Expression
of appreci-
ation to
Bursar's
Office by
Committee
re Teach-
ing staff

From the Committee representing the Teaching Staff of the University for the year 1942-43, transmitting a copy of the Committee's report, and the Governors were very pleased to note in it an expression of appreciation of the assistance given on frequent occasions by the Bursar.

etter of
hanks from
r. Osler

From Mr. F. Gordon Osler's secretary thanking the Board for the kind expression of sympathy upon the death of his son on Active Service.

etter of
hanks from
anada Trust
ompany re
ees of
eginald
utherford

From Mr. Treleaven of the Canada Trust Company, conveying to President Cody and the Board of Governors sincere thanks for the consideration shown in connection with a remission of a portion of the fees of Reginald Rutherford.

onsolidated
ining &
melting
ompany's
ffer re
ellowships

The President presented a letter from the Consolidated Mining and Smelting Company in connection with their intention to establish Fellowships in certain Canadian Universities for the purpose of carrying on research in particular subjects that would aid in the advancement of post war research work. This offer was accepted by the Board with much pleasure and the matter was referred to the President for further information.

onations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$ 7,500.00	for Project F.E.6444, Prof. A. Pitt, Physics
4,000.00	" " E.E.1-9, Dr. G. F. Wright, Chemistry
1,850.00	" " Med. 20, Dr. P. H. Greey, Pathology and Bacteriology

Miscellaneous:

\$12,512.25	from Department of National Defence for Air in payment of residence accommodation, meals, etc., for personnel of #23. Pre-Aircrew Education Detachment, August 2 to 29, 1943.
750.00	" Canadian Industries Limited in payment of the 1943-44 award of their Fellowship in Chemistry
650.00	" the Robert Simpson Company Limited in payment of the awards of their Northern Ontario Scholarships for 1943-44
500.00	" Lady Kemp to cover the Fellowship in the School of Graduate Studies for 1943-44
333.80	" the Royal Trust Company, representing the University's share of distribution of revenue from the Robert Bruce Estate for bursaries and scholarships
184.44	" the Girard Trust Company, Philadelphia, representing the University's share of semi-annual income re bequest of Jean Glasgow for the John Macara Scholarship

Report re
University
College
ferred
o next
meeting

The report of June 1, 1943, from Principal Wallace regarding the place of University College in the Federation Scheme was again presented and was deferred for consideration until the next meeting. The Chairman requested that copies be distributed to the members not present.

Authority
for the
sale of
certain
securities
held for
the Con-
naught
Labora-
tories

A letter was read from Mr. K. E. Allen,
Comptroller of the Connaught Laboratories, stating that at a recent
meeting of their Committee the Chairman suggested and the Committee
approved of the selling of the following securities held by the Gover-
nors for the Connaught Laboratories and which are now partially in
default:-

\$5,000 Alberta 4 $\frac{1}{2}$ % due 1 October, 1956

\$1,000 Lethbridge Northern Irrigation District,
6% due 1 May, 1951

\$5,000 Moose Jaw 5% due 1 July, 1957

Upon motion of Mr. Morrow,

Seconded by Mr. Ross,

The Board approved of the sale of the above mentioned se-
curities and authorized Mr. Ross to make arrangements for the tran-
saction.

Presenta-
tion of
booklet:
"The Uni-
versity of
Toronto:
Its Work
and Needs"
prepared
by the
Bursar in
collabora-
tion with
the Univer-
sity
Solicitor

The Bursar presented the booklet he had pre-
pared in collaboration with the University Solicitor entitled "The
University of Toronto: Its Work and Needs", which upon the instruc-
tions of the Board had been enlarged to include an historical refer-
ence by the President. The Governors were very pleased with the
completed booklet and congratulated the Bursar upon its valuable and
interesting contents. The Bursar informed the Board that consider-
able use had already been made by prospective donors of the draft
clauses re bequests, etc., contained in the booklet.

Financial
statement
for August

The Bursar also presented the financial
statement for the month of August.

Leaves of
absence
for war
service

The following list, covering the period from
July 1 to September 30, 1943, of members of the staff who had been
granted leave of absence for the duration of the war, was presented:-

Leaves of
absence
for war
service
(Cont'd)

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Date of Leave</u>	<u>Rank</u>
<u>ADMINISTRATION:</u>				
Tasse, Mrs. G. J. (nee Haight)	Clerk	Bursar's Office	July, 1943	W.R.C.N.S.
Teagle, Miss B.J.I.	Clerk	Registrar's Office	Sept., 1943	W.R.C.A.F.
<u>ARTS:</u>				
Goudge, T. A.	Assistant Professor	Philosophy	Aug., 1943	R.C.N.
Macpherson, C. B.	Lecturer	Political Economy	July, 1943	Reports Branch, Wartime Informa- tion Board, Ottawa
Robinson, G. deB.	Assistant Professor	Mathematics	July, 1943	National Research Council, Ottawa
For the Session 1943-44:				
Comfort, C. F.	Assistant Professor	Fine Art		War Artist

NOTE: Total number now on leave of absence,
including Women's Divisions, 229.

Report of
Special
Committee
appointed
to consider
the advisa-
bility of
establish-
ing an
Institute
of Physiolo-
gy

Upon motion of Mr. Bryce,

Seconded by Hon. Dr. Bruce,

Approval was given to the following report of the Special
Committee appointed to consider the advisability of establishing an
Institute of Physiology at the University:-

"To the Board of Governors:

Gentlemen:-

Your Committee begs to report that it held a meeting on
Thursday, September 23, 1943, at 3 p.m., at which the following were
in attendance:-

The President (in the Chair)	Dr. C. H. Best
Hon. Dr. Bruce	Dr. R. D. Defries
Mr. Bryce	Dr. D. Y. Solandt
Mr. LaBine	

The Bursar was present as Secretary to the Board.

After reading and discussing your Committee's report of
January 16, 1941, and Dr. Best's letter of March 8, 1943 (copy attached
hereto), the following recommendations are submitted for the approval
of the Board:-

1. That the Board affirms that it is desirable to establish
an Institute of Physiology in connection with the University; the
teaching body of the Institute to incorporate the present teaching
Department of Physiology, Faculty of Medicine, of the University.
2. That the general organization of the Institute be similar
to that of the School of Hygiene; the relation of the Institute to the
Banting and Best Department of Medical Research of the University to be
clarified.
3. That as the necessity for the erection of a new building
was emphasized, and as the most desirable site is the property owned by
the Provincial Government immediately to the West of the Banting Insti-
tute, the Government be approached with the request not to alienate the
property for any other purpose, and to assist, possibly with the Domin-
ion Government, in the financing of this project.

Institute of
Physiology
(Cont'd)

Your Committee deferred for further consideration the
question of funds, which it hopes to discuss in the very near future.
All of which is respectfully submitted.

September 23, 1943.

(Sgd) H. J. Cody,
Chairman of Committee"

*Indexed
M.B.*

The meeting adjourned at 5:20 p. m.

Minutes confirmed.

October 14th 1943

W. H. Hines
Acting Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, October 14th, 1943, at 4 p. m.

Present -

Dr. Neilly (in the Chair)
The Chancellor
The President
Chief Justice Rose

Hon. Dr. Ferguson
Hon. Dr. Bruce
Mr. Morrow
Chief Justice Robertson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

The Chairman (Dr. Macdonald)
Mr. Duncan
Mr. Ross

Mr. LaBine
Mr. Rogers
Mr. McCullagh

In the absence of the Chairman and the Vice-Chairman, Dr. Neilly took the Chair upon motion of Hon. Dr. Ferguson.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

In connection with the report from Principal Wallace regarding the place of University College in the Federation Scheme, which was held over from the last meeting, this matter was deferred for consideration to the next meeting.

The Secretary reported the result of the sale of securities held by the Connaught Laboratories as follows:-

\$5,000	Province of Alberta 4 $\frac{1}{2}$ % Bonds, due 1 Oct. 1956, @ 82 flat (no tax)	\$4,100.00
1,000	Lethbridge Northern Irrigation District (Guaranteed by the Province of Alberta) 6% Bond, due 1 May, 1951, @ 89 $\frac{1}{2}$ flat (less tax .60)	894.40
5,000	City of Moose Jaw 5% Bonds, due 1 July, 1957, @ 91 flat (less tax \$3.00)	4,547.00
		<u>\$9,541.40</u>

Report re
University
College
deferred
to next
meeting

Result of
sale of
securities
held by
Connaught
Laborator-
ies

Report of
Executive
Committee

The Board confirmed the action of the Executive Committee as set out in the following report:-

"To the Board of Governors,
University of Toronto.

October 14, 1943.

Appoint-
mentsA - Appointments:

(1) We have approved the following appointments and a resignation:-
For the Session 1943-44

Faculty of Arts:Chemistry:

G. A. Ingham	- Assistant, Oct.1 to Jan 31	\$325
R. C. Langille	- Assistant	724
Mrs. P. M. Marrian	- Lecturer, Micro-Analysis, Oct.5 to March 31	\$138.33 a mo.
Miss R. I. Jenking	- Assistant (part time) in English	\$600

Geography:

Miss M. Lustig)	145
D. Kirke) Assistants (part time)	115
R. I. Ruggles)	115

History:

H. B. L. Hughes	- Lecturer and Tutor	500
C. R. Sanderson	- Special Lecturer	200
Mrs. W. F. Mitchell) Readers	250
Mrs. W. J. Eastaugh)	250
Miss E. G. Ramsden	- Assistant in Philosophy	400

Political Economy:

W. R. Dymond	- Assistant	250
Mrs. L. Maltby	- Special Lecturer, Psychology	600

Psychology:

Miss R. Potashin)	300
Miss S. Smith) Class Assistants	300
W. H. Bexton)	300
T. W. Cowper)	300

Zoology:

D. LeRay	- Assistant in Vivarium, Sept.27 to June 30 (returned from war service)	\$900 per an.
L. P. Chiasson)	\$600
P. Parizeau)	450
Miss C. Sullivan) Assistants	450
Miss W. Moonen)	350
Miss L. Wallis)	350

Special Research Assistants:

J. C. Hall	- \$500	D. B. Waddell	500
K. Graham	- 500	N. S. Tibbo	500
G. W. Scott	- 450		
Mrs. A. Marriott	- Assistant (part time) to the Dean of Women, University College, Sept. 20 to May 19	\$50 a mo.	

Faculty of Medicine:

Miss E. Mortimer	- Assistant in Banting and Best Department of Medical Research, Oct.1 to June 30	\$83 a mo.
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Pathology and Bacteriology:Demonstrators:

Miss M. I. Tom	- \$80	Miss E. Morgan	\$ 70
Miss V. Laughlen	- 60	M. S. Thompson	100
Miss Z. W. Christie	- Demonstrator in Physiology, Sept. 21 to June 30		300
Mrs. E. F. Wellington	- Research Fellow in Psychiatry, Sept. 1 to June 30,	\$1,000 per an.	

Appoint-
ments
(Cont'd)

Faculty of Medicine (Cont'd):

Assistant Resident Fellows in Surgery:

T. S. Perrett)	July 1 to Dec. 31	\$150
F. B. Thomson			150
G. Fahrni			150

Faculty of Applied Science and Engineering:

T. H. Laccohee	- Attendant in Drafting Room, School of Architecture, Sept. 15 to May 15	800
H. W. Allan	- Demonstrator, Applied Physics, Nov. 1 to Apr. 30	1,100
D. J. McConnell	- Mechanician in Applied Physics and Civil Engineering: Surveying and Geodesy, Oct. 1 to Apr. 30 \$525 in each of the two departments.	

Civil Engineering: Municipal and Structural:

R. G. Wykes	- Demonstrator (part time)	175
Miss J. Maxwell	- Office Assistant and Assistant Librarian, Oct. 4 to March 15	\$25 a wk.

Civil Engineering: Surveying and Geodesy:

J. M. Gibson	- Instructor (part time)	\$250
A. F. Fassell	- Demonstrator (part time)	200

Engineering Drawing:

H. J. Franklin)	Demonstrators (part time)	500
J. Gurland			500
W. E. Lehman	- Demonstrator,	350	

Mechanical Engineering:

R. T. Waines	- Instructor	1,500
J. A. Carter	- Demonstrator, Oct. 1 to Apr. 30	1,300
Miss A. M. Schofield	- Stenographer in Secretary's Office, Oct. 1 to June 30	\$719.50

Ontario College of Education:

N. Davies	- Lecturer in Methods in Agriculture	\$300
A. C. Lewis	- Instructor in Courses for degrees in Pedagogy	200
J. L. MacDowell	- Instructor in University Schools, Sept. 1 to June 30	2,000
Miss M. Clemens	- Pianist in Physical and Health Education (Women), Oct. 1 to May 31	400
Mrs. D. Stewart	- Assistant Librarian, Oct. 1 to June 30	\$1,200 per an.

School of Physical and Health Education:

Miss Z. W. Christie	- Demonstrator in Physiology, Sept. 21 to June 30	\$500
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School of Nursing:

Miss J. E. Allen	- Clinical Instructor in Nursing, Oct. 15 to June 30 - \$1,440 and full maintenance	
Miss A. Hughes	- Dietitian-Housekeeper, Oct. 15 to June 30 - \$1,500 and full maintenance	
Miss W. L. Chute	- Assistant Director and Secretary from Oct. 15, 1943 - no additional salary	
Mrs. J. G. Monkhouse	- Assistant Secretary from Oct. 15, 1943 - no additional salary	

School of Hygiene:

G. J. Miller	- Research Fellow in Physiological Hygiene Oct. 8 to June 30	\$1,200 per an.
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Library:

Miss M. Slater	- Assistant, from Oct. 8, 1943, for duration of war	\$1,200 per an.
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University Health Service:

Miss K. E. Barber	- Secretary to Director of Health Service and Custodian of Banting Records, Oct. 12 to June 30	\$1,200 per an.
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Athletics and Physical Training - Men:

H. Phillips	- Instructor (part time)	\$500
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Also certain minor appointments in the School of Nursing.

Resignation

Resignation J. Marshall - Assistant Director of the Department of University Extension and Publicity Sept. 3

Transfers
in fundsB - Transfers

(1) We recommend that \$600 in the Department of Mineralogy, provided for a demonstrator, and \$500 in the Department of Geology, provided for class assistants, be used for the salary of a secretary-librarian for the two departments.

(2) We recommend that the sum of \$175, saved on salaries in the Department of Applied Physics, be transferred to the Apparatus Account.

(3) We recommend that \$1,000 be transferred from the appropriation for an Associate Professor, to the appropriation for Instructors and Demonstrators, in the Department of Mechanical Engineering.

(4) We recommend the transfer of \$600.00, provided for a second stack-man in the Library, to the fund for occasional assistance.

Additional
appropriations and
appointments in
University
ExtensionC - University Extension

(1) We recommend one additional appointment in the Summer Session, Pass Course for Teachers.

(2) We recommend an additional appropriation of \$10,000 for the Course in Occupational Therapy, together with a number of appointments.

(3) We recommend an additional appropriation of \$12,000 for the Course in Physiotherapy, together with a number of appointments.

(Sgd) F. K. Morrow,
for Chairman of the Board.

(Sgd) H. J. Cody,
President

(Sgd) B. Neilly,
for Chairman of the Finance Committee"

Appoint-
ments

The appointments referred to in the forego-

ing report are as follows:-

Department of University Extension:Course in Occupational Therapy:

Miss H. P. LeVesconte	- Chief Instructor and Supervisor of the Course	\$ 600
Miss D. V. Despart) Instructors in Occupational	1,200
Miss I. Robinson) Therapy	1,200
Miss I. Loudon	- Instructor in Art and Applied Design	1,000
E. Fidler	- Physiology	150
Institute of Child Study	- Child Study	200
Miss C. Baldock	- Practical Application of Occupational Therapy (10 lectures)	100
J. H. Ryan	- Bookbinding	300
Miss L. LeVesconte	- History and Practice of Social Work	200
Ontario College of Art	- Plastic Arts, Metal Work	900
Dr. Ruth Franks	- First Year Psychiatry	200
Dr. Mary V. Jackson	- Second Year Psychiatry (10 lectures)	100
G. W. Howland	- Neurology (12 lectures)	120
Harold Storms	- Application of Occupational Therapy (2 clinics)	20
Mrs. Dorelle Baker	- Application of Occupational Therapy (10 clinics)	100
Miss G. Watt	- Children's Work, Occupational Therapy (12 clinics)	120

Appoint-
ments
(Cont'd)

Department of University Extension:

Course in Occupational Therapy (Cont'd):

A. T. McLachlan	- Instructor in Wood-working and Machine Shop Work	\$1,200
Toronto Association of Occupational Therapy	- Use of rooms for classes	475
E. Stanley Ryerson	- Health Education	200
Mrs. Jessie Kidd	- Remedial Gymnastics	300
Dr. Gwendolyn Mulock	- First Aid	60
Miss E. Jackes	- Occupational Therapy (10 clinics)	100
Miss G. Brown	- Occupational Therapy (8 clinics)	80
<u>Course in Physiotherapy:</u>		
Miss L. Pollard	- Chief Instructor in Physiotherapy	2,400
Miss A. Anderson	- Instructor in Physiotherapy	1,800
Mrs. F. E. Woodcock	- Instructor in Massage in Physiotherapy	1,400
W. J. Gardiner	- Instructor in Therapeutics and use of machines, and Supervisor of the Course in Physiotherapy	500
Miss F. Cowie	- Instructor in Physiotherapy	1,800
Miss R. Wearne	- Instructor in Electrotherapy and Remedial Gymnastics (6 months)	900
Mrs. Katherine Masters	- Instructor in Remedial Gymnastics (part time)	300
Mrs. Sally Norell	- Supervision of students at Toronto Western Hospital	120
Miss K. I. McMurrich	- Anatomy	600
E. Fidler	- Physiology	300
Ruggles George	- Anatomy	125
School of Nursing	- Instruction in Bedside Nursing	180
Hospital for Sick Children	- Use of Pool for Instruction	80
Department of Physics	- Physics	300
<u>Summer Session - Pass Course for Teachers:</u>		
D. G. Creighton	- Special Work, History	125
<u>School of Nursing:</u>		
Dr. Jessie C. Gray	- Lecturer in Surgery	100
Mrs. Barbara Slater	- Special Teaching as clinical instructor in Nursing	45
Miss M. Dulmage	- Clinical Instructor, 2 mos., Sept. 15 to Nov. 15 @ \$130 (no additional bonus)	
Dr. Clarence Brink	- Lecturer in Medicine	40
G. V. Morton	- Lecturer in Oral Hygiene	40
J. T. Phair	- Lecturer in Child Hygiene	40
Mrs. F. E. Woodcock	- Lecturer in Massage	70
Shaw's Business Schools	- Instruction	135

Additional
resigna-
tions

Additional resignations were reported as fol-

lows and accepted:-

Miss Rachel Buchan	- Clerk, University Press	Sept. 30
Miss M. E. Waddell	- Dietitian, School of Nursing (resignation delayed two weeks from October 15 to 31)	

Approval was given to the following recommenda-

tions of the President:-

Leave of
absence
for Prof.
Gilbert
Norwood

That Professor Gilbert Norwood, Department of Classics, be granted leave of absence on full salary for the second half of the present Session in order that he may accept the invitation extended to him by the University of California to act as Professor of Classical Literature.

Additional
vote for
Salaries
in Miner-
alogy

That an additional amount of \$1,300 be added to the 1943-44 "Salaries" appropriation of the Department of Mineralogy in order to provide for the salary of Mr. E. W. Nuffield as Lecturer.

Appoint-
ment of
Miss J.
Cory in
School
of Hygiene

That Miss Jane Cory be appointed as Research Fellow in the Department of Physiological Hygiene, School of Hygiene, as from 1 October, 1943, at a salary at the rate of \$960 per annum, plus the University rate of wartime bonus; both salary and bonus to be paid by the Connaught Laboratories.

Represent-
atives
appointed
to the
various
Faculty
Councils

That the following persons be appointed as representatives on the various Faculty Councils for 1943-44:-

To the Council of the Faculty of Arts:

From the Faculty of Medicine

Professors D. T. Fraser
D. Y. Solandt
N. B. Taylor
H. Wasteneys
J. C. Watt
A. M. Wynne

From the Faculty of Applied Science

Professors J. R. Cockburn
E. R. Arthur
R. R. McLaughlin
W. M. Treadgold
W. J. T. Wright

From the Faculty of Household Science

Dr. C.C. Benson
Miss J.B. Brodie

From the Faculty of Forestry

Professor R. C. Hosie

From the Faculty of Music

Professor Leo Smith

To the Council of the Faculty of Medicine:

From the Faculty of Arts:

Professors	E. M. Walker)	Zoology
	W. H. T. Baillie)	
	F. B. Kenrick)	Chemistry
	W. H. Martin)	
	E. F. Burton)	Physics
	H. J. C. Ireton)	
	K. S. Bernhardt	-	Psychology
	F. C. A. Jeanneret	-	French
	R. S. Knox	-	English
	R. Flenley	-	History
	C. W. M. Hart	-	Anthropology

Represent-
atives
appointed
to the
various
Faculty
Councils
(Cont'd)

To the Faculty of Applied Science Council:

From the Faculty of Arts:

Professors	F. B. Kenrick)	
	L. J. Rogers)	Chemistry
	J. T. Burt-Gerrans)	
	E. S. Moore)	
	A. MacLean)	Geology
	G. B. Langford)	
	S. Beatty)	Mathematics
	I. R. Pounder)	
	J. Ellis Thomson)	Mineralogy
	M. A. Peacock)	
	E. F. Burton)	
	L. Gilchrist)	Physics
	J. Satterly)	
	V. W. Bladen	-	Political Economy

To the Council of the Faculty of Dentistry:

From the Faculty of Arts:

Professors	J. M. Anderson)	Physics
	E. F. Burton)	
	W. H. T. Baillie	-	Zoology
	F. R. Lorrimer	-	Chemistry
	W. H. Piersol	-	Histology
	E. J. Pratt	-	English
From the Fac- ulty of Medicine	Duncan Graham	-	Medicine
	V. E. Henderson)	Pharmacy & Pharmacology
	G. H. W. Lucas)	
	N. B. Taylor	-	Physiology
	H. Wasteneys)	Bio-Chemistry
	Leslie Young)	
	J. C. Watt	-	Anatomy
From Applied Science	W. J. T. Wright	-	Engineering Drawing

To the Council of the Faculty of Household Science:

From the Faculty of Arts:

Dr. Norma Ford Walker	-	Zoology
Professor W. S. Funnell	-	Chemistry
Professor H. J. C. Ireton	-	Physics
Dr. J. Gertrude Wright	-	Botany
From the Faculty of Medicine:		
Dr. Frieda H. Fraser	-	Hygiene
Professor E. T. Waters (represented by Mrs. M. T. C. Mitford)	-	Physiology
Professor A. M. Wynne	-	Bio-Chemistry

To the Council of the Faculty of Forestry:

From the Faculty of Arts:

Professor E. F. Burton	-	Physics
Professor E. S. Moore	-	Geology
From the Faculty of Applied Science:		
Professor W. M. Treadgold	-	Civil Engineering: Surveying and Geodesy

Other recommendations by the President were

approved as follows:-

That the salary of Miss Elsie Long, Laboratory Attendant in the Department of Pharmacy and Pharmacology be changed from \$900 to \$1,000 per annum as from 1 October, 1943, to 30 June, 1944.

Change in
salary of
Miss E.
Long,
Pharmacy

Budget of
Department
of Educa-
tional
Research

That approval be given to the following budget of the unex-
pended balances of Carnegie grants to the Department of Educational
Research, Ontario College of Education, for the year 1943-44, which
also has the approval of the Minister of Education:-

(a) Library	\$455.01
(b) Travelling	100.00
Total	<u>\$555.01</u>

Bursaries
to First
Year stud-
ents in
Applied
Science

That a bursary of \$150 each be granted to the following stud-
ents in the First Year of the Faculty of Applied Science and Engineer-
ing who have been selected by the Faculty Committee making recommenda-
tions for the award of University bursaries:-

H. Bernick	- Barrie Collegiate Institute
E. Teghtsoonian	- Jarvis Collegiate, Toronto
E. Fraenkel	- University of Toronto Schools
C. D. Mulholland	- Stratford Collegiate Institute

Approval
for the
Univer-
sity to
become a
member
of the
Associa-
tion of
Medical
Colleges

That the University of Toronto become a member of the Associa-
tion of Canadian Medical Colleges recently founded, whose first regu-
lar meeting was held in Ottawa on August 31, 1943, at which the Faculty
of Medicine was represented by Dean Gallie and Dr. Ryerson; and that
the dues in this connection for 1943-44, amounting to \$10.00, be paid
from "General Expenses" of the Faculty of Medicine.

Amounts
provided
for U.C.
Women's
Residence,
No. 5
Willcocks
Street

That the following amounts be provided for 1943-44 in connec-
tion with the University College Women's Residence at No. 5 Willcocks
Street:-

U.C. Women's Buildings - No. 5 Willcocks Street:

Alterations and rehabilitation (including work on the roof, exterior woodwork, puttying, painting, radiation, fire gongs, etc.)	- \$3,000.00
Heating, light, water, furnace man, repairs and renewals, etc.	- 1,600.00

U.C. Women's Buildings Housekeeping - No. 5 Willcocks Street:

<u>Furnishings:</u>	
Re-upholstering, new furniture, bedding, etc.	- \$2,500.00
Wages, Cleaning and House Service	- \$1,500.00
Furnishings and sundry renewals	- 500.00
Miscellaneous - Piano, Radio, etc.	- <u>50.00</u> 2,050.00

Temporary
vote grant-
ed for
Institute
of Child
Study

That a temporary appropriation of \$3,000 be granted in con-
nection with the Institute of Child Study pending the approval by the
Government of the proposed budget for 1943-44.

Confirmation of -

The Board confirmed the following action

taken upon the approval of the President:-

Additional vote in Child Study

(a) An additional amount of \$250 for the appropriation for "Attendants" in the budget submitted for the Institute of Child Study for the months of July, August and September.

and

Transfer in Women's Buildings appropriations

(b) A transfer in the appropriations of the Women's Buildings as follows:-

From "Whitney Hall Furnishings"

To "Combined General Charges - Furnishings" - \$500.00

Communications were presented and dealt with

as follows:-

Authority for certain members of the Board to attend Annual Meeting of Toronto Conservatory of Music

From the Secretary-Treasurer of the Toronto Conservatory of Music advising that the Annual General Meeting of the Conservatory would be held on Thursday, October 21st, at 5 p.m. In this connection authority was given the Chairman of the Board, the President, Mr. Morrow and Mr. Bryce to attend this meeting and represent the University, any one of whom could cast a vote for the election of the Governors of the Conservatory for the ensuing year, including two members of the University Board to act as Controlling Members. The Board also appointed Mr. James S. Duncan to replace the late Mr. R. O. McCulloch on the Conservatory Board.

Appointment of Mr. J.S. Duncan

Renewal of Canada Permanent Mortgage Corporation debenture

From the Canada Permanent Mortgage Corporation offering to renew their Debenture No. R-2670 for \$100 due 1 November, 1943, which is held for the Glen Mawr Old Girls' Association Scholarship, and authority was given for the renewal of this debenture for a further period of five years to 1 November, 1948, with interest at the rate of $3\frac{1}{2}\%$ per annum.

Letter of thanks from University of Pennsylvania re Dr. Bazett

From Dr. A. N. Richards, Vice-President in charge of Medical Affairs, University of Pennsylvania, Philadelphia, acknowledging President Cody's letter of appreciation regarding the services of Professor H. C. Bazett while at the University of Toronto.

Renewal by Government of lease of part of Economics building

From the Department of Public Works, Ottawa, advising of the renewal of their lease of part of the ground floor of the Economics building for a further period of one year from 18 November, 1943, at the same rental of \$1,200 per annum.

Additional amount required by School of Nursing re residence at No. 85 Grenville Street referred to the Bursar for arrangement and report

From Miss E. K. Russell, Director of the School of Nursing, stating that the original amount of \$5,000 authorized for expenses in connection with their residence at No. 85 Grenville Street had all been requisitioned, and that additional funds would be needed for heat, light and telephone service as well as any other emergency needs that may have to be met during the present Session. Authority was given the Bursar to arrange with Miss Russell for whatever amount in his opinion was necessary, and report the same to the Board; such amount to be provided from the funds of the School.

Annual financial statements of Athletic Association and Students' Administrative Council referred to Finance Committee

From the Secretary of the University Athletic Association and from the Acting Secretary-Treasurer of the Students' Administrative Council transmitting their respective audited financial statements for the year ended 30 June, 1943, and these were referred to the Finance Committee for consideration and report.

Bursar reported on uniform presentation of statements, etc.

In connection with the uniform presentation of the Estimates and Financial Statements of the various units within the University, the Bursar informed the Board that he had again taken this matter up with the Auditors, Messrs. Clarkson, Gordon, Dilworth and Nash, and that Mr. Adamson of that firm had told him that they were working on it at the present time.

The Rose Shendroff Memorial Loan Fund in Medicine

The Secretary presented the following letter from Mr. S. L. Shendroff of Toronto in connection with the establishment of a memorial Loan Fund in Medicine in memory of his late wife, Mrs. Rose Shendroff:-

"University of Toronto,
Simcoe Hall,
Toronto, Ontario.

For Attention of Mr. C. E. Higginbottom,
Bursar

Dear Sir:-

Pursuant to our conversation with reference to a Bursary in memory of my late wife, I herewith enclose my cheque for \$500.00. The said money to be used in the discretion of the University in giving financial aid as follows:-

'The Rose Shendroff Memorial Loan Fund in Medicine, the gift of Mr. Samuel Shendroff, in memory of his late wife, Mrs. Rose Shendroff, of the value of \$500.00, to be used in giving financial assistance to students in their last

The Rose
Shendroff
Memorial
Loan Fund
in Medicine
(Cont'd)

two academic years in the Faculty of Medicine. In granting such assistance regard will be had to scholarship as well as to financial circumstances.'

May I thank you for your courteous attention and consideration.

Sept.28, 1943.

Sincerely yours,
(Sgd) S. L. Shendroff"

This offer was gratefully accepted by the Board and the terms of the gift as outlined in the above letter were referred to the Senate and to the Council of the Faculty of Medicine.

The Rose
Shendroff
Memorial
Prize in
English,
University
College

The following letter from Mr. G. L. Gordon, Barrister, Toronto, was also presented in connection with a prize in English in University College in memory of his wife's mother, the late Mrs. Rose Shendroff:-

"University of Toronto,
Simcoe Hall,
Toronto, Ontario.

For Attention of Mr. C. E. Higginbottom,
Bursar.

Dear Sir:-

Pursuant to our conversation I herewith enclose my cheque for \$100.00 to be used as follows:-

'The Rose Shendroff Memorial Prize in English in University College, the gift of Mrs. Florence Gordon, in memory of her mother, the late Mrs. Rose Shendroff, of the value of \$10.00 in books to the student ranking highest in the first year of honour English of any honour course in the University College.'

The sum enclosed will cover these prizes for ten years and I trust we shall be able to continue the same for a good many years thereafter.

Thanking you sincerely for your courteous attention and consideration, I am,

Very truly yours,
(Sgd) G. L. Gordon"

Sept.28, 1943.

The Governors accepted this gift with appreciation and the above conditions were referred to the Council of University College.

E. W. Oppen-
heim gift
for books
on Soviet
Russia

Another donation accepted with sincere thanks by the Board was a cheque for \$10.00 which accompanied the following letter from Mr. E. W. Oppenheim of Toronto:-

"University of Toronto,
Toronto.

Gentlemen:-

'The Globe and Mail' reports in this morning's issue that you are appealing to the public for financial assistance. As a student of the Extension classes, I greatly appreciate the excellent work you are doing, and I would be grateful if you accept my modest contribution which I enclose.

E. W. Oppen-
heim gift
for books
on Soviet
Russia
(Cont'd)

Although the final decision about the use of this amount is entirely up to you, may I suggest to use it for increasing the literature of Soviet Russia in your library. No matter what economic or philosophic differences we may have with the U.S.S.R., I consider a more thorough understanding of the Soviet Russian viewpoint and closest co-operation and friendship between the English and Russian speaking peoples as a vital necessity to save the coming generations from the constant menace of Prussian militarism and the German Siegfried complex.

Very sincerely yours,

Oct. 13, 1943.

(Sgd) Ernest Walter Oppenheim"

Other
donations

Other donations were reported as follows

and were accepted with thanks and appreciation:-

National Research Council:

\$ 5,000.00	for Project	Med. 20, Dr. P. H. Greey, Pathology
4,000.00	" "	E.E. 1-9, Dr. G. F. Wright, Chemistry
2,000.00	" "	A.M. 4, Profs. Price and Cass-Beggs, Electrical Engineering
2,000.00	" "	C.W. 519, Dr. E. F. Burton, Physics
500.00	" "	M.P. 14, Dr. R. E. Haist, Physiology
500.00	" "	P.E. 8, Prof. V. G. Smith, Electrical Engineering
500.00	" "	M.P. 20, Prof. G. H. W. Lucas, Pharmacy and Pharmacology
400.00	" "	for Fish Culture, under Prof. W. J. K. Harkness, Zoology
400.00	" "	Insects of trout and non-trout streams in Algonquin Park, Prof. W. J. K. Harkness, Zoology
400.00	" "	for Fish Culture, under Prof. R. R. Langford, Zoology
330.37	" "	B.E. 1, Prof. G. H. Duff, Botany
200.00	" "	M.P. 15, Dr. A. W. Ham, Anatomy

Rockefeller Foundation:

\$ 4,325.00	being 4th quarterly instalment re appropriation for research in Psychiatry, Dr. C. B. Farrar
1,019.39	being 2nd quarterly instalment of grant for research in Nutrition (Vitamins) Dr. E. W. McHenry, School of Hygiene
890.85	remittance for period Oct. 1 to Dec. 31, 1943, re grant for Field Training Facilities in School of Hygiene
692.68	quarterly instalment to Dec. 31, 1943, of grant re Nutrition Study, School of Hygiene.

Miscellaneous:

\$ 4,000.00	from Ontario Mining Association for continuation of work on Silicosis Research in Banting and Best Department of Medical Research
2,970.00	from Department of National Defence, Naval Service, for tuition for course in Radio for R.D.F. Officers from May 10 to July 31, 1943
1,000.00	from Dr. Bruno Mendel for credit of the Bruno Mendel Fund in Banting and Best Department of Medical Research

Donations
Cont'd)

Miscellaneous Donations (Cont'd):

\$ 280.00 from Geological Society of America for research in Geophysics under Dr. N. B. Keevil
250.00 from Messrs. Jule and Raymond Allen for the Jule and Jay J. Allen Award of 1943-44
100.00 from Mr. B. E. Armstrong as an educational gift at the disposal of Dr. A. C. Lewis, Headmaster of University of Toronto Schools
50.00 from Mr. Sol Allen for award of Hollywood Theatre Prizes in French for 1943-44

Bank
statement
for
Sept-
ember

The Bursar presented the bank statement for the month of September and explained that the large bank balance was in a great measure due to the pre-payment of fees, which was inaugurated last year and which the members of the Board considered a great improvement.

Current
Expendi-
ture

The Bursar also presented his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of October and the first part of the month of November. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Authority
for in-
vestment
in the
Fifth
Victory
Loan

In connection with the forthcoming Fifth Victory Loan -

It was moved by Mr. Morrow,
Seconded by Hon. Dr. Ferguson,
And Resolved -

That the Governors of the University of Toronto make application for the purchase of Dominion of Canada Fifth Victory Loan 3% Bonds, due 1 January, 1959, in an amount to be determined by the Chairman of the Board, the Chairman of the Finance Committee, and the Bursar, such amount to include the conversion of \$66,300 of Dominion of Canada 5% Bonds, maturing 15 October, 1943, and \$225,000 Dominion of Canada 4% Bonds, maturing 15 October, 1945, but callable 15 October, 1943; and that authority be and it is hereby given for the Chairman, Dr. Bruce Macdonald, and the Bursar, C. E. Higginbottom, to sign and affix the seal of the Board to any necessary documents in connection with this transaction.

Report of
Pension
Committee

Upon motion of Mr. Morrow the following report of the Committee upon the Pension Scheme for the Administrative and Clerical Staff was approved:-

Report of
Pension
Committee
re J. W.
Lawson,
Mechanician,
Electrical
Engineer-
ing

"To the Board of Governors,
University of Toronto.

Gentlemen:-

The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, beg to report that they have considered a request from Professor H. W. Price, Head of the Department of Electrical Engineering, to have J. W. Lawson, a Mechanician in that department, retired on pension. Lawson, who will attain the age of 70 on December 8, 1943, has suffered several strokes, the first one four years ago. The last stroke, April 14, 1943, was severe and resulted in paralysis of the left side of his face and right side of his body. He has been examined by the University doctor who declares him to be totally disabled for further service.

Lawson commenced service at the University on January 18, 1916, and continued to be employed until October 31, 1917. He left at that time to work at Christie Street Hospital under the Soldiers' Civil Re-Establishment Committee in manufacturing artificial limbs for returned soldiers. He returned to the University on August 15, 1919, and has been employed continuously since that time.

Your Committee recommends that Lawson be pensioned on the ground of disability, and that in view of the nature of the work in which he was engaged during his absence from the University, as outlined above, his pension be calculated on the basis of continuous service, viz: 27 years, which would amount to \$75.00 per month, effective from October 1, 1943.

Respectfully submitted,

(Sgd) C. E. Higginbottom
M. A. Mackenzie
A. D. LePan"

October 5, 1943.

Appointment
of Standing
Committees
referred to
Executive
Committee

The appointment of the Standing Committees for 1943-44 was referred to the Executive Committee for a report at the next meeting.

Finance
Committee
to make
a report
on amounts
paid as
awards of
certain
scholar-
ships

The President brought up the question of amounts undertaken by the Board to be paid as awards of certain scholarships, these amounts being in excess of the earnings which would be produced at present interest rates. The Bursar explained that this matter had already been discussed by the Finance Committee, and the Board suggested that the Finance Committee be requested to make their report in connection with the same at an early date.

Editorial
in "Toronto
Star" re
tax-exempt
properties

The Bursar informed the Board of an editorial in "The Toronto Daily Star" of Monday, October 4th, 1943, in connection with tax-exempt properties in the City of Toronto. The article stated that while the exemption of the University of Toronto properties

totalled \$15,200,000., outside Toronto the opinion seemed to prevail that Toronto should, in addition, make the University an annual grant.

Editorial
in "The
Globe and
Mail" re
Booklet:
"The Uni-
versity of
Toronto:
Its Work
and Needs"

Mr. Morrow and Dr. Ferguson both drew the attention of the Board to a lengthy editorial in "The Globe and Mail" of Wednesday, October 13, 1943, making a very complimentary reference to the booklet: "The University of Toronto: Its Work and Needs", and after reviewing the University's impressive contribution to the combatting of disease, its achievements through research, etc., makes the statement that "such generous individuals as respond to the appeal made in the booklet can be confident that they are performing a public-spirited action which will benefit the whole community".

Appointment
of Dr. Neilly
and Mr. La
Bine to Com-
mittee re
Institute of
Physiology

At the request of the President, Dr. Neilly and Mr. LaBine were appointed as members of the Special Committee considering the advisability of establishing an Institute of Physiology at the University.

The meeting adjourned at 5:55 p. m.

Indefinite
m.B.

Minutes confirmed.

Oct. 28th, 1943

Francis Macdonald

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, October 28th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Chancellor
The President
Mr. LaBine

Hon. Dr. Ferguson
Dr. Neilly
Hon. Dr. Bruce
Chief Justice Robertson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCullagh
Mr. Ross
Mr. Bryce

Hon. Dr. Kelly
Mr. Duncan
Chief Justice Rose

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

The report from Principal Wallace regarding the place of University College in the Federation Scheme was referred to the Standing Committee on University College Matters, and the Board requested that Hon. Dr. Bruce and Mr. LaBine be added to the personnel of the Committee for the consideration of this particular report.

In connection with the appointment of the Standing Committees for 1943-44, which was referred to the Executive Committee, the Chairman stated that no meeting of the Executive Committee had been held prior to the meeting but that he and the President had gone over the list, and upon their recommendation the Standing Committees were appointed as follows:-

Report re
University
College
referred
to Stand-
ing Com-
mittee

Appoint-
ment of
Standing
Committees,
1943-44

Standing
Committees,
1943-44
(Cont'd)

EDUCATION COMMITTEE: (7 members)
(By-Law No.7, p. 5)

The Chairman)
The Chancellor)
The President (Chairman of) ex officio
Committee))

Mr. Bryce
Hon. Dr. Ferguson
Chief Justice Robertson
Mr. Rogers
(3 vacancies)

FINANCE COMMITTEE: (8 members)
(By-Law No.8, p. 5)

The Chairman)
The Chancellor) ex officio
The President)

Mr. Ross (Chairman)
Mr. Duncan
Hon. Dr. Ferguson
Hon. Dr. Kelly
Mr. LaBine
Hon. Dr. McCarthy
Mr. Morrow
Mr. Osler

PROPERTY COMMITTEE: (8 members)
(By-Law No.9, p. 6)

The Chairman)
The Chancellor) ex officio
The President)

Dr. Gibson (Chairman)
Hon. Dr. Bruce
Mr. Burns
Mr. McCullagh
Mr. Morrow
Dr. Neilly
Chief Justice Rose
(1 vacancy)

COMMITTEE ON HOSPITAL RELATIONS: (4 members)
(By-Law No.10, p. 7)

The Chairman)
The Chancellor)
The President (Chairman of) ex officio
Committee))

Hon. Dr. Bruce
Hon. Dr. Ferguson
Hon. Dr. Kelly
(1 vacancy)

COMMITTEE ON UNIVERSITY COLLEGE MATTERS: (6 members)
(By-Law No.11, p. 7)

The Chairman)
The Chancellor) ex officio
The President)

Dr. Gibson (Chairman)
Mr. Bryce
Mr. Duncan
Hon. Dr. Ferguson
Dr. Neilly
Chief Justice Rose

HART HOUSE COMMITTEE: (5 members)
(By-Law No.12, p. 8)

The Chairman)
The Chancellor) ex officio
The President)

Mr. Bryce (Chairman)
Mr. Burns
Hon. Dr. Ferguson
Mr. McCullagh
(1 vacancy)

CONNAUGHT LABORATORIES COMMITTEE: (5 members)
(By-Law No.13, p. 8)

The Chairman)
The Chancellor) ex officio
The President)

Dr. Neilly (Chairman)
Hon. Dr. Bruce
Hon. Dr. Ferguson
Mr. Morrow
The Chairman of the
Finance Committee

Standing
Committees,
1943-44
(Cont'd)

INSULIN COMMITTEE: (5 members)
(By-Law No.14, p.13)

The Chairman)	
The Chancellor)	Mr. Morrow (Chairman)
The President)	Mr. Bryce
	ex officio	Hon. Dr. Ferguson
		Mr. LaBine
		Dr. Neilly

Advisory Committee: (6 members)

Dr. C. H. Best		Dr. A. M. Fisher
Dr. R. D. Defries		Mr. A. H. Lacey
Dr. Duncan Graham		(1 vacancy)

COMMITTEE ON STUDENTS' ADMINISTRATIVE COUNCIL MATTERS: (3 members)
(By-Law No.15, p.16)

The Chairman)	Dr. Gibson
The Chancellor)	Chief Justice Robertson
The President (Chairman of)	Mr. Ross
Committee)	ex officio	

Staff Representatives:

Dean Beatty
Dr. W. J. Dunlop

JOINT COMMITTEE ON HOSPITAL APPOINTMENTS: (4 University members)
(By-Law No.16, p.16)

The Chairman
The President
Hon. Dr. Bruce
Hon. Dr. Ferguson

COMMITTEE ON RETIREMENT OF PROFESSORS: (3 members)

The President (Chairman of Committee)
The Chairman
The Chairman of the Finance Committee

COMMITTEE ON TRUSTS: (3 members)
(By-law No. 35)

The Chairman)	Hon. Dr. Kelly (Chairman)
The Chancellor)	Dr. Gibaon
The President)	Mr. LaBine
	ex officio	

COMMITTEE RESPECTING THE OBSERVANCE OF THE ANNIVERSARY OF
SIR FREDERICK BANTING'S DEATH:
(By-Law No. 36)

The Chairman)	
The Chancellor)	ex officio
The President (Chairman of)	
Committee)		

Board Members:
Hon. Dr. Bruce
Hon. Dr. Ferguson
Mr. Morrow
(1 vacancy)

Faculty of Medicine Members

The Dean
Dr. C. H. Best
Dr. Velyien Henderson
Dr. D. E. Robertson

Standing
Committees,
1943-44
(Cont'd)

UNIVERSITY INTERNAL RELATIONS COMMITTEE:
(By-Law No. 39)

Members of the Board:

The Chairman
The Chancellor
The President (Chairman of
Committee)

Chief Justice Robertson
Mr. F. K. Morrow
Mr. J. S. Duncan

Members of the Senate:

The Dean of the Faculty of Arts
The Dean of the Faculty of Medicine
The Dean of the Faculty of Applied Science
His Honour, Judge Cowan, Brantford, Ont.
Professor W. P. M. Kennedy, School of Law

Representatives from -

<u>Trinity College</u>	-	Provost Cosgrave Mr. Gerald R. Larkin
<u>St. Michael's College</u>	-	Rev. T. P. McLaughlin, C.S.B. Rev. L. J. Bondy, C.S.B.
<u>Victoria College</u>	-	Principal Walter T. Brown Mr. Wilfred C. James
<u>University College</u>	-	Principal M. W. Wallace Professor W. R. Taylor
<u>Wycliffe College</u>	-	(none nominated)
<u>Knox College</u>	-	(none nominated)

The Bursar, Secretary.

Additional amount
decided on
by the
Bursar for
No. 85
Grenville
Street,
School of
Nursing
Residence

Following the authority given the Bursar on October 14th to provide for an additional appropriation which, in his opinion, would be necessary for expenses during 1943-44 in connection with the School of Nursing Residence at No. 85 Grenville Street, the Bursar reported that he had approved, after consultation with Miss Russell, of an additional \$900.00 from the funds of the School, to be distributed as follows:-

Furniture		\$150.00
Under Superintendent's Supervision:		
Telephone	\$ 85.00	
Hydro-electric power	150.00	
Gas (gas furnace and gas heater for hot water)	325.00	
Repairs and Renewals	165.00	
Water	25.00	750.00
Total	-	<u>\$900.00</u>

Report of
Executive
Committee

Approval was given to the recommendations contained in the following report of the Executive Committee, which was not signed on behalf of the Chairman of the Finance Committee as no meeting of the Executive Committee was held:-

"To the Board of Governors,
University of Toronto.

Appoint-
mentsA - Appointments:

We have approved the following appointments:-

Faculty of Arts:

Mrs. I. Whitley	- Reader (part time) in Fine Art, 1943-44	\$ 150
Mrs. G. Norwood	- Temporary Lecturer in Classics 1943-44	2,000
Mrs. D. McVicar	- Assistant in Psychology, 1943-44	300

Faculty of Medicine:

G. McNaughton	- Assistant in Pathological Chem- istry, 1943-44	250
Miss A. G. Macdonald	- Research Assistant in Physiology, Nov. 1 to June 30	\$50 per mo.
A. T. Jousse	- Assistant in Surgery, Oct. 1 to June 30	50 " "

Faculty of Applied Science and Engineering:

D. J. McConnell	- Machinist in Civil Engineering: Surveying & Geodesy, School of Engineering Research, May and June, 1944	\$150 " "
V. M. Wallingford	- Demonstrator (part time) in Engin- eering Drawing, 1943-44	\$350

Library:

Mrs. J. Beharriell	- Assistant, from Nov. 1, 1943, for duration of the war	\$1,200 per year
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Also certain minor appointments in the Department of Zoology

Transfer
in Fine
ArtB - Transfers

We recommend that \$150 be transferred from the maintenance account to that of salaries in the Department of Fine Art, to provide for a Reader (part time).

Statutes
of Sen-
ateD - Statutes of Senate

(1) Statute Number 1600 respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1943-44.

(2) Statute Number 1601 respecting certain amendments to the Calendar of the Faculty of Applied Science and Engineering for the Session 1943-44.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President"

Appoint-
ments in
Zoology

The appointments in the Department of Zoology referred to in the foregoing report are as follows:-

For the Fall Term, 1943:Assistants:

V. E. Engelbert	- \$215	Miss M. McDowell	- \$200
J. Oughton	- 120	H. Robinson	- 100
K. Graham	- 75	P. Parizeau	- 75
Miss C. Sullivan	- 75	Mrs. V. Black	- 60
Miss G. Carson	- 35	Y. Jean	- 35
Miss S. Kennedy	- 35	L. Chiasson	- 25

Resigna-
tions
from the
staff of
Bursar's
Office

The following resignations from the staff of the Bursar's Office were accepted, and the balance remaining in the respective salary appropriations were made available for the payment of substitutes:-

Mrs. B. E. Berry) Clerks,	- Oct. 23
Miss E. Blunt) Accounts Branch	- Nov. 13

Recommendations by the President were approved as follows:-

Authority
for W. R.
Dymond to
teach at
Ontario
Agricul-
tural
College

That Mr. W. R. Dymond, Assistant in the Department of Political Economy, be permitted to teach on Monday and Tuesday of each week at the Ontario Agricultural College at Guelph on account of the depletion of the staff of the College due to enlistments in Active Service.

Changes
in titles
of certain
members of
Faculty of
Dentistry

That the following changes be made in the titles of certain members of the teaching staff of the Faculty of Dentistry who have been definitely connected with certain departments for some time:-

Dr. R. J. Godfrey	- to be Associate Professor of Prosthetic Dentistry and Acting Head of the Department
Dr. R. S. Woollatt	- to be Associate Professor of Prosthetic Dentistry
Dr. R. G. Ellis) to be Associate Professors of Operative
Dr. L. F. Krueger) Dentistry
Dr. J. H. Johnson	- the words "and Anaesthesia" to be deleted from his title, making him Associate Professor of Dental Surgery

Additional
amount
voted in
Biochemistry
for labora-
tory attend-
ant

That the sum of \$60 per month be added to the "Salaries" appropriation of the Department of Bio-Chemistry to provide for the employment of an additional laboratory attendant for the balance of the present Session, due to the increase in the number of animals to be cared for.

Miss Leigh-
Mallory to
operate
lantern in
Fine Art
with allow-
ance for
fees

That Miss Leigh-Mallory be employed to operate the lantern and to look after the slide collection for the Department of Fine Art, and that an allowance be made to her to be applied on account of her fees in the School of Graduate Studies to the extent of \$150.

Remission
of tuition
fees to
C. Barnes

That a remission of tuition fees for the Session 1943-44 be granted to Mr. Charles Barnes, who has been awarded a National Research Council bursary for work in the School of Graduate Studies.

Bursary
awards to
1st Year
Applied
Science
students

That a University bursary of \$150 be awarded for 1943-44 to each of the following First Year students registered in the Faculty of Applied Science and Engineering:-

E. G. Pye	- Scarborough Collegiate Institute
R. A. Tothe	- Caledonia High School

Communications were presented and dealt with as follows:-

From the Secretary-Treasurer of the Toronto Conservatory of Music transmitting the Principal's report for the year 1942-43, which included a reference to a proposed Music Centre; and also advising of the election of the following Governors to the Conservatory Board for the ensuing year:-

Mr. H. H. Bishop (Chairman)
Mr. Floyd S. Chalmers (Vice
Chairman)
Mr. R. A. Bryce
Colonel F. H. Deacon
Lieut.-Col. R. Y. Eaton
Lieut.-Col. H. L. Edmonds
Mr. Frank Hay
Mr. James S. Duncan

Mr. Wilfred C. James
Mr. Ivor Lewis
Sir Ernest MacMillan
Hon. Vincent Massey, P.C.
Mr. F. K. Morrow
Mr. W. H. Plant
Mr. Dana H. Porter
Mr. W. Eason Humphreys
F. R. MacKelcan, K.C.

Report
from the
Principal
of Conser-
vatory of
Music,
and
list of
Governors
elected
for the
ensuing
year

Official
notifica-
tion of
purchase
of Old
Knox
College

From the Comptroller of the Connaught Laboratories officially advising of the completion of their purchase of the Old Knox College site on Spadina Crescent for the sum of \$100,000., and transmitting the documents in connection therewith.

Request
from Con-
naught
Labora-
tories
for pay-
ment held
for their
Reserve
Fund

Also from the Comptroller of the Connaught Laboratories stating that in view of the large expenditures involved in the purchase and rehabilitation of the Old Knox College property, it would be appreciated if the amount of \$200,000 held by the University for the Connaught Laboratories Research Fund could be paid over to them. The Board, in approving of this payment being made, with interest, gave authority to Dr. Neilly, Chairman of the Connaught Laboratories Committee, and Mr. Ross, Chairman of the Finance Committee, to decide what portion, if any, might be invested in the Fifth Victory Loan.

Invest-
ment in
Fifth
Victory
Loan for
Connaught
Laborat-
ories

A further communication from the Comptroller of the Connaught Laboratories transmitting a cheque for \$10,000 from the Connaught Laboratories Pension Fund for investment in Fifth Victory Loan 3% Bonds, due 1 January, 1959.

Increase
in retir-
ing allow-
ance of
D.J.Clark,
former
caretaker
of the
Biological
building

From the Superintendent stating that D. J. Clark, a former caretaker of the Biological building, who was retired in 1924, is now in his 81st year and is in very bad health, and recommending, after consultation with the President and the Chairman of the Property Committee, that Clark's retiring allowance of \$250.00 a year be increased to \$500.00 a year. In approving of the Superintendent's recommendation for this increase, the Board gave instructions that this case was not to be considered as establishing a precedent, and at the Bursar's suggestion the change was made effective with the monthly payment in November, 1943.

Waiving
of fee
for P.A.
B. Cherry
for a new
diploma

From the Registrar recommending on behalf of the Senate that Mr. P. A. B. Cherry be not required to pay the prescribed fee of \$5.00 for a new diploma for the degree of Bachelor of Science in Agriculture, the original of which was destroyed by enemy action, and the Board concurred in the Senate's recommendation.

Charlotte
Ellen
Hagarty
Bequest
for a
Scholar-
ship

The Bursar presented the following letter from the National Trust Company Limited regarding a bequest to the University under the Will of the late Charlotte Ellen Hagarty:-

"Board of Governors,
University of Toronto,
Toronto, 5.

Dear Sirs:-

RE: Charlotte Ellen Hagarty Estate

This Company with Percy S. Foulds of Brantford have taken probate of the Will and Codicil of the late Charlotte Ellen Hagarty, widow of Lieut.-Col. E. W. Hagarty, who died on the 19th June last. Under the said Will there is the following bequest to the Board of Governors of the University:-

Charlotte
Ellen
Hagarty
Bequest
for a
Scholar-
ship
(Cont'd)

- (5) (e) Transfer and assign to the Board of Governors of the University of Toronto two One Thousand Dollar Guaranteed Canadian National Railway five per cent bonds due 1954, now registered in the name of Charlotte Ellen Hagarty or pay their equivalent in cash for the purpose of providing an annual scholarship in memory of my beloved sons, Reginald Edward Walter Hagarty and Daniel Galer Hagarty to be known as the 'Reginald and Galer Hagarty Scholarship' and to be awarded at Matriculation to a pupil of the Harbord Collegiate Institute, Toronto, who registered in the Faculty of Applied Science and Engineering and who stands highest in his school in English, Latin, French and Mathematics of the Honour Matriculation Examination, provided that such pupil on registering will sign a declaration to the effect that he is willing to take up arms in defence of Canada and the British Empire should necessity arise as declared by the Parliament of Canada.

The announcement of the said Scholarship to be as follows:-

'THE REGINALD AND GALER HAGARTY SCHOLARSHIP, in memory of the dearly beloved sons of Lieut.-Colonel E. W. Hagarty, B.A., 1883, M.A., 1908, and Charlotte Ellen Hagarty, his wife.

Reginald Edward Walter Hagarty, B.A. Sc. (Honours) 1908, a graduate of this University in the Faculty of Applied Science and Engineering and at the time of his death on April 29, 1925, a Consulting Structural Engineer.

Lieutenant Daniel Galer Hagarty, Princess Patricia's Canadian Light Infantry, a member of the class of 1916 in Applied Science, enlisted for the Great War at the end of his third year in June, 1915, killed in action in Sanctuary Wood June 2, 1916.

This Scholarship is given in recognition of the fact that their father was an honour graduate in Classics of the University of Toronto.'

For your information we would advise that among the assets of the estate are two Canadian National Railway 5% Bonds due June 1954, the security mentioned in the said clause. We send you this information pursuant to the Charities Accounting Act and will communicate with you again in due course of administration of the estate.

We should be obliged if you would advise us if you will accept the bequest under the terms of the Will.

Yours truly,

(Sgd) H. V. Hearst,
Trust Officer."

October 14, 1943.

This gift was gratefully accepted by the Board and settlement of the academic details was referred to the Senate and to the Council of the Faculty of Applied Science and Engineering.

The following Scholarships in the School of Social Work were also accepted with thanks and appreciation:-

Scholar-
ships in
School of
Social Work

Scholar-
ships in
School of
Social
Work
(Cont'd)

\$ 500.00 from "The Toronto Daily Star" for 1943-44, being a renewal of their Scholarship donated last year.
50.00 from Mr. James Carson for a bursary in honour of the late Max K. A. Mueller for 1943-44 and succeeding years.

Other
dona-
tions

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$ 8,000.00 for Project E.E.1-9, Dr. G. F. Wright, Chemistry
2,000.00 " " P.E.5, Prof. H. Grayson Smith, Physics
1,000.00 " " N.M.12, Profs. Best and Bateman, Banting and Best Department of Medical Research
900.00 for Project N.M. 5, Dr. C. H. Best, Banting and Best Department of Medical Research
800.00 for Project N.M.13, Dr. C. H. Best, Physiology
690.00 " " C.W. 548, Dr. A. M. Wynne, Bio-Chemistry
465.46 " " on Radioactivity and Mass Spectrometric Research, Dr. N. B. Keevil, Physics.

Miscellaneous:

\$17,054.69 from the Department of National Defence for Air in payment of residence accommodation, meals, etc., for personnel of No. 23 Pre-Air Crew Educational Detachment, Aug. 30 to Oct.3, 1943
500.00 from the Imperial Oil Limited for their Graduate Fellowship for 1943-44
200.00 from an anonymous donor for the Mary Keenan Award for 1943-44 in Political Science and Economics
25.00 from the International Accountants' and Executives' Corporation of Canada for their Bursary for 1943-44.

Repayment
in full
of loan
advanced
to the
Athletic
Associa-
tion on
occasion
of their
Fiftieth
Anniver-
sary

The Bursar informed the Board that on the occasion of the Fiftieth Anniversary of the founding of the University of Toronto Athletic Association, Mr. T. A. Reed, Secretary of the Association, presented to Mr. George H. Ross, Chairman of the Finance Committee of the Board, a cheque for \$10,333.34, representing the final payment of \$10,000.00 with interest in connection with the loan of \$200,000.00 advanced to the Association in 1926 for the erection of the Varsity Arena. The Chairman of the Board, Dr. Macdonald, who was one of the founders of the Athletic Association, spoke in very glowing terms of the splendid achievements of the Association and its important place in the life of the University, and in this connection

It was moved by Dr. Balmer Neilly,
Seconded by Hon. Dr. Herbert A. Bruce,
And Resolved -

That the Board of Governors, in expressing their thanks for this payment, also record their sincere appreciation of all the members, past and present, who so ably administered the affairs of the Association during the past fifty years.

Repayment
of loan
by Athletic
Association
(Cont'd)

The Secretary was instructed to transmit a copy of the foregoing resolution to Dr. J. A. McCollum, President of the Athletic Association.

Notice of
motion by
Dr. Neilly
re estab-
lishment
of Stand-
ing Com-
mittee on
Athletics

In as much as there was no Standing Committee of the Board on Athletic matters, through whom the audited financial statement of the Athletic Association could normally be presented to the Board, Dr. Neilly gave notice that he would move at the next meeting for the appointment of a Standing Committee on Athletics, consisting of the President and two other members of the Board, in order that the Board might have closer relations with the Association and a better understanding of its good work. The Secretary was instructed to consult the University Solicitor in connection with drafting a By-Law to cover this matter.

Financial
Statement

The Bursar presented the financial statement for the month of September.

Post-war
Construc-
tion
Projects
and Radio
Committee
proposals
deferred
for con-
sideration

The President presented material in connection with the following matters:-

1. Post-war Construction Projects.
2. Radio Committee Proposals.

These were deferred for consideration to the next meeting and the Board gave instructions that each member was to be supplied with a copy of this material.

Appoint-
ment of
Special
Committee
re Super-
annuation
Plan for
Academic
staff

The President also presented a report from the Committee representing the Teaching Staff of the University, regarding the Superannuation plan at present in force, and the matter was referred to the following Special Committee, with power to call on any one else:-

Special Com-
mittee re
Superannua-
tion Plan
for Academ-
ic Staff
(Cont'd)

The President (Convener)
Professor M. A. Mackenzie
Professor N. E. Sheppard
Mr. George H. Ross
Mr. F. K. Morrow
The Bursar

*Indexed
M.B.*

The meeting adjourned at 5:54 p. m.

Minutes confirmed.

Nov. 11th, 1943

M. A. Mackenzie

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 11th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The President
Chief Justice Rose
Hon. Dr. Ferguson
Mr. Bryce

Hon. Dr. Bruce
Mr. Morrow
Dr. Neilly
Mr. Duncan

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Gibson
Mr. LaBine
Mr. Rogers

At 4:25 p.m. the Honourable George A. Drew, Premier and Minister of Education, arrived for the meeting and remained for some time, this being the first time in the history of the University that the Premier of Ontario had attended a Board meeting. The Chairman extended a warm welcome to Premier Drew, who in turn expressed his appreciation of the splendid co-operation the Government had received from the staff of the University on occasions when assistance was requested.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

By-Law No.
41 respec-
ting a
Standing
Committee
on Ath-
letics
and
Physical
Training

In connection with the notice given at the last meeting -
It was moved by Dr. Neilly,
Seconded by Mr. Morrow,
And Carried -

That By-Law No. 41, respecting a Committee
on Athletics and Physical Training, be passed as follows:-

"BE IT ENACTED by the Governors of the University
of Toronto:-

(1) There shall be a Standing Committee to be called
'The Committee on Athletics and Physical Training.'

(2) In addition to the ex officio members, the Commit-
tee shall consist of two other Governors to be named by
the Board; two members shall constitute a quorum.

(3) The Committee shall confer with the Directorates
of the Men's and Women's Athletic Associations from time
to time and shall report to the Board on matters relating
to University Athletics and Physical Training, and shall
submit the financial estimates and statements of the
Associations to the Board."

The personnel of the above-mentioned Committee was named
as follows for 1943-44:-

The Chairman (to act as)	Mr. Bryce
Chairman of Committee)) ex officio	Mr. Ross
The Chancellor		
The President		

Post-war
Construc-
tion Pro-
posals

The material in connection with Post-war Construction Projects
was again presented by the President and was laid on the table.

Radio Com-
mittee's
Proposals

The Board considered the proposals submitted by the Radio Com-
mittee, and

Upon motion of Dr. Neilly,

Seconded by Hon. Dr. Ferguson,

It was Resolved -

That in view of the fact that the
Honourable George Drew, Premier of Ontario and Minister of
Education, had plans in connection with the use of radio for
educational purposes, this material be laid on the table.

Resolu-
tion on
death of
Sir
Robert
Falconer

In connection with the death of Sir Robert
Falconer, K.C.M.G., former President of the University -

It was moved by the Hon. Chief Justice Rose, LL.D.,
Seconded by the Hon. G. Howard Ferguson, P.C., K.C., LL.D.,
And Resolved -

That the members of the Board of Governors place on record their deep sense of the loss sustained by the University and the country in the passing of Sir Robert Falconer, who, for 25 years (from 1907 to 1932), was President of the University of Toronto; and convey to Lady Falconer and her sons their sympathy in this bereavement.

Under the constitution of the University, set forth in the Act of 1906, the new Board of Governors appointed as President of the whole University, the Rev. Robert Alexander Falconer, Principal of Pine Hill College, Halifax, a Canadian by birth, but a graduate of London and Edinburgh Universities, and professor of New Testament Greek in Pine Hill. He was forty years of age and came to Toronto in the full vigour of manhood. His administration in Toronto fell into three periods: from 1907 to the beginning of the first World War, when his chief task was to make the new constitution work; the interlude of the World War; and from 1919 to 1932, the period of reconstruction and adjustment, when students returned to the University in great numbers. His administration covered the time of rapid growth in Western and in Eastern Canada before the war, and the educational expansion after it. New buildings were erected; new Faculties and Departments were established. Hart House was given to the University. The registration ultimately soared to 8,000.

Sir Robert enjoyed the confidence and support of the Board. He was a great part of all the development of the University of his time. He maintained high standards of scholarship and teaching; was tactful and kindly in his relations with his staff; upheld the dignity and ideals of the University before the public and in the academic world. He became one of the chief educational leaders of Canada. He won respect as well as liking from all who knew him. A fine scholar, a wise and prudent administrator, a devout Christian, he left a deep and beneficent mark on the life of this University. "His works do follow him".

Pension
allow-
ances to
Lady
Falconer

Regarding the pension allowances to the late Sir Robert, both from the Carnegie Foundation payable through the University, and also the portion payable by the University, the payment from these two sources continues for 30 days after the date of death, i.e., to December 4th, and the Board authorized the further continuance to December 31st; the payments to December 4th to be made to the Estate of Sir Robert and for the balance of December to his widow, Lady Falconer, as a compassionate allowance. In addition to the above Lady Falconer's own pension, which is to date from December 5th, will be at the rate of \$4,850 per annum in accordance with a ruling of the Board made at the time of the retirement of the late Sir Robert; \$350.00 of which is payable by the Carnegie Foundation, through the University, and \$4,500.00 by the University.

Report of
Executive
Committee

The Board confirmed the action of the
Executive Committee as set out in the following report:-

"To the Board of Governors,
University of Toronto.

November 11, 1943.

Appoint-
mentsA - Appointments

We have approved the following appointments for 1943-44:-

Faculty of Arts:

Mrs. E. L. MacGillivray	- Technical Assistant in Botany, Nov. 1 to May 30	\$70 per mo.
Miss J. Maxwell	- Stenographer-Librarian, Geology and Mineralogy, Nov. 8 to June 30 (cancelling previous appointment)	\$1,000 per an.
J. A. Molinaro	- Special Instructor in Italian and Spanish	\$300
E. Gross	- Assistant in Political Economy, Nov. 1 to May 31	\$218.75

Faculty of Medicine:

F. W. Dunn	- Technician in Banting and Best Department of Medical Research, Nov. 1 to June 30 (cancelling previous appointment)	\$25 per mo.
R. F. Eager	- Junior Demonstrator in Oto-Laryn- gology, Nov. 1 to June 30	\$ 25 per mo.

Faculty of Applied Science and Engineering:

Miss I. Warnock	- Secretary and Librarian in Metallur- gical Engineering, Oct. 25 to June 30	\$1,000 per an.
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School of Chinese Studies:

Mrs. R. Watts	- Instructor (part time) Jan. 1 to June 30	\$ 75 per mo.
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Univer-
sity
Exten-
sionC - University Extension:

(1) We recommend a number of appointments in the Course in
Occupational Therapy.

(2) We recommend one additional appointment in the Course
in Physiotherapy.

(3) We recommend two additional appointments in the Certifi-
cate Course in Business.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President

(Sgd) F. K. Morrow,
for Chairman of the Finance Committee".

Appoint-
ments in
Univer-
sity
Exten-
sion

The appointments in the Department of Uni-
versity Extension and Publicity referred to in the foregoing report
are as follows:-

Course in Occupational Therapy:

H. E. Rykert	- Medical Conditions and Cardiac Diseases (4 lectures)	\$ 40
Norman Dean	- Workmen's Compensation Act (1 lecture)	10
R. M. Wansbrough	- Orthopaedic Surgery (4 lectures)	\$40
	Surgical Conditions (3 lectures)	<u>30</u> 70

ppoint- ents in niver- ity xtension Cont'd)	Course in Occupational Therapy (Cont'd):		
	R. G. Armour	- Neurology (5 lectures)	\$ 50
	Miss E. Bowling	- Speech Correction (5 lectures)	50
	W. E. Ogden	- Tuberculosis (3 lectures)	30
	Ernest Maltby	- Arthritis (3 lectures)	30
	H. H. Hyland	- Brain Surgery	30
	Dr. Margaret Abel	- Anatomy	650
	Ruggles George	- Anatomy	125
	Mrs. Alda Graham	- Crafts	70
	Miss M. Hood	- Application of Occupational Therapy (10 clinics - vice Mrs. Dorelle Baker, resigned)	100
	Course in Physiotherapy:		
	Mrs. Catherine Masters	- Massage	30
	Certificate Course in Business:		
	F. R. Crocombe	- Accounting II, Setting examination in Cost Accounting and Account- ing I	240
	V. W. Bladen	- Economics I	220

esigna-
ions from
ne staff
f the
ursar's
ffice

The following resignations from the staff of the Bursar's Office were accepted, and the balance remaining in the respective salary appropriations were made available for the payment of substitutes:-

Mr. F. S. Jamieson	- Temporary Bookkeeper, Accounts Branch	- Nov. 30
Mrs. Joy Stuckey	- Clerk, Secretarial Branch-	Dec. 31

Recommendations by the President were approved as follows:-

rrange-
ents by
rof. J.
Embree
e contri-
utions to
I.& A.A.

That in accordance with a suggestion of Professor J. F. Embree of the Department of Anthropology, contributions to the Teachers' Insurance and Annuity Association on his behalf, both personal and by the University, be suspended until such time as he may return to his position on the staff of the University, he having been granted leave of absence to teach in the University of Chicago; it being understood that in the meantime Professor Embree will make a direct contribution to the Association.

rrange-
ents in
hletics &
ysical
aining -
en

That the following action be taken in connection with the Department of Athletics and Physical Training - Men:-

(1) Confirmation of the status of Messrs. Warren Stevens and M. G. Griffiths as follows:-

Warren Stevens	- Director of Athletics and Physical Training - Men
M. G. Griffiths	- Assistant Director of Athletics and Physical Training - Men

Arrangements in Athletics & Physical Training - Men
(Cont'd)

(2) Confirmation of the granting of leave of absence for the duration of the war to Mr. Warren Stevens, Director of Athletics and Physical Training - Men, as recommended by the Athletic Directorate, effective as of November 6, 1943, in order that he may take up special duties in the R.C.A.F. Medical Division; Mr. Stevens to receive his salary for the months of November and December, 1943, and as from January 1, 1944, contributions on his behalf to the University Employees' Pension Fund to be continued; all of these amounts to be paid by the Athletic Association.

(3) In addition to the above, the granting of a special allowance to Mr. Stevens from the funds of the Athletic Association of \$500 per annum as from January 1, 1944, in view of the considerable reduction in the income he will receive from the R.C.A.F.

(4) Payment of the following allowances from the funds of the Athletic Association in connection with the allocation of work during the absence of Mr. Stevens:-

M. G. Griffiths	- at the rate of \$400 per annum
J. E. McCutcheon	- " " " " \$250 " "
C. Zwygard	- " " " " \$200 " "

(5) The employment of Mr. Hector Phillips, at present paid \$600 as night supervisor, for day work as well at an additional sum of \$700, also to be taken from the funds of the Association.

(6) The appointment of Mr. M. G. Griffiths as Acting Director of Athletics and Physical Training - Men during the absence of Mr. Stevens.

Arrangements in School of Physical & Health Education

That the following action be taken in connection with the School of Physical and Health Education:-

(1) The appointment of Mr. M. G. Griffiths, Assistant Professor of Physical Education, as Acting Head of the Department of Physical Education for Men, to take the place of Mr. Warren Stevens on leave of absence.

(2) Payment to Mr. Stevens of one-half of his honorarium for the present Session, viz: \$250.00, the amount to which he would be entitled under the regulations for members of the staff on leave of absence for war service.

(3) Payment of the remainder of Mr. Stevens' honorarium (\$250) together with the amount appropriated for part-time Instructors (\$100) to the following:-

J. E. McCutcheon	- \$100
H. Phillips	- 100
D. M. Graham	- 75
J. Primeau	- 75

(4) Payment of \$25 to Mr. W. H. Martin for services rendered, this amount to be drawn from the "Maintenance" account of the Department of Physical Education for Men.

Additional appropriations

That additional appropriations be provided as follows for 1943-44:-

<u>Italian and Spanish:</u>	
"Salaries" (for a special Instructor)	- \$300
<u>Metallurgical Engineering:</u>	
"Salaries" (for a Secretary-Librarian)	- \$700
<u>School of Chinese Studies:</u>	
"Salaries" (for a part-time Instructor)	- \$450
"Supplies"	- \$240

Communications were presented and dealt with as follows:-

Agreement
with De-
partment
of Labour
for two
evening
courses
in Per-
sonnel
Adminis-
tration

From the Director of University Extension and Publicity transmitting an agreement in connection with two evening courses in Personnel Administration which he had been requested to conduct this Session by the Department of Labour at an estimated cost to the Dominion Government of \$1,040 per course; and the Board approved of the signing of this agreement on their behalf.

Agreement
with Dom-
inion
Government
for produc-
tion of Gas
Gangrene
Antitoxin
by Connaught
Laborator-
ies

From the Comptroller of the Connaught Laboratories enclosing an agreement in connection with the production of Gas Gangrene Anti-toxin for the Dominion Government, and at the request of Dr. Neilly, Chairman of the Connaught Laboratories Committee, the Board authorized that this agreement be signed on their behalf for the Connaught Laboratories.

Construction
Contract for
rehabilita-
tion of Old
Knox College
for Connaught
Laborator-
ies

Also from the Comptroller of the Connaught Laboratories transmitting a Construction Contract between A. W. Robertson, Limited, Contractor, and the Governors in connection with the rehabilitation of Old Knox College. The signing of this contract was also authorized by the Board. The Bursar informed the Board that Mr. A. M. Colberg of Messrs. Irish & Maulson was able to have the Old Knox College property carried at the reduced rate applying to the University's General Fire Insurance Schedule, and as a result he stated that the following clause in Article 8 of the Contract might have to be changed:-

"Any loss under such policies of insurance will be payable to the Owner and the Contractor according to their respective interests."

Town
Planning
Course

From Professor Eric R. Arthur, as Chairman of the Town Planning Course Committee, transmitting an outline of a Town Planning Course in the School of Architecture. After carefully considering this matter the Board approved of the holding of such a course along the lines suggested by the Committee. The registration fee was fixed at \$15.00 and settlement of the academic details was referred to the Senate.

Offer of
Lady
Banting
to pay
tuition
fees,
from which
she was
granted
exemption

From Lady Banting stating that since she is qualified as a Fifth Year medical student to enter the Army, and will be receiving pay from the Government which is intended to cover the cost of tuition fees and text books, she feels that she should pay the regular University fees, from which she was granted exemption. In approving of Lady Banting's suggestion the Board directed the Secretary to convey to her their appreciation of the thoughtfulness which prompted her to make this decision.

Addition
to condi-
tions of
award of
"The Rose
Shendroff
Memorial
Prize in
English,
University
College"

From Principal Wallace stating that at a meeting of the English staff of University College it was resolved to recommend to the Governors that to the original conditions of award for the "Rose Shendroff Memorial Prize in English - University College" there be added the words "provided that the two honour courses in First Year English have been taken by the student". The Board approved of the above-mentioned recommendation and the conditions of award for this Prize will now read as follows:-

"The Rose Shendroff Memorial Prize in English in University College, the gift of Mrs. Florence Gordon, in memory of her mother, the late Mrs. Rose Shendroff, of the value of \$10.00 in books to the student ranking highest in the first year of honour English of any honour course in the University College, provided that the two honour courses in First Year English have been taken by the student."

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

National Research Council:-

\$ 5,000.00 for Project A.M.1, Dr. H. C. Bazett, Banting and Best Department of Medical Research
200.00 for Project A.M. 28, Dr. J. A. Kitching, Banting and Best Department of Medical Research
500.00 for Project Co. Med. 1-1, Lieut. Russell Grant, R.C.N.V.R., Banting and Best Department of Medical Research

Miscellaneous:

\$ 1,500.00 from the Dr. Roy Simpson Scholarship Fund Committee, being a further donation to the original amount of \$1,850., making a total of \$3,350.
1,200.00 from E. R. Squibb & Sons of Canada, Limited, being the second donation to the Faculty of Dentistry and to be used for research on dental caries, etc.

Donations
(Cont'd)

Miscellaneous Donations (Cont'd):

\$ 500.00	from Dr. H. W. deRenzy, Calgary, in Fifth Victory Loan Bonds, the income from which is to be used for purchase of the Harold K. Box Medals in the Faculty of Dentistry
280.00	(U.S. funds) from the Geological Society of America as a further instalment of a grant to Dr. H. B. Keevil for research in Geophysics
50.00	from Dr. Stewart A. MacGregor (anonymous donor) as a prize to a third year dental student for outstanding ability in the subject "Dentistry for Children", and to be known as "The Pro Liberis Prize".

Current
Expendi-
ture

The Bursar presented the bank statement for the month of October, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of November and the first part of the month of December. Ordered that an Accountable Warrant for Three Hundred Thousand Dollars (\$300,000) be issued to the Bursar.

Amounts
subscrib-
ed to
Fifth
Victory
Loan

The Bursar reported that the total amount subscribed to the recent Fifth Victory Loan was as follows, which the Board thought was a splendid response:-

Bonds converted to the new issue:		
Dominion of Canada 5%, due 15 October, 1943		\$ 66,300.00
Dominion of Canada 4%, due 15 October, 1945, but callable 15 October, 1943		225,000.00
University purchase		160,000.00
Sales to employees:		
University:	Academic staff (218)	124,600.00
	Employees (487)	37,500.00
Connaught Laboratories:	Academic staff	4,250.00
	Employees	<u>28,750.00</u>
	Total -	<u>\$646,400.00</u>

Report of
Standing
Committee
on Hart
House

Mr. Bryce, as Chairman of the Standing Committee on Hart House, presented the following report of the Committee in connection with the audited financial statement of Hart House for the year ended 30 June, 1943:-

Report of
Standing
Committee
on Hart
House
(Cont'd)

"The Standing Committee of the Board of Governors on Hart House matters begs to report to the Board of Governors:-

1. Your Committee held a meeting in Room 215, Simcoe Hall, on Tuesday, November 9, 1943, at 4:30 p.m., the following being present:

Mr. R. A. Bryce (Chairman)

Dr. D. Bruce Macdonald, Chairman of the Board

Mr. J. R. Gilley (Secretary)

The Auditor's Report for the year 1942-43 was presented. The following is a summary of the financial operation for the year:-

Revenue	-	\$324,558.09
Expenditure	-	<u>\$311,375.56</u>
Profit	-	\$13,182.53

The operations for the year 1942-43 show a profit of \$13,182.53 which is an increase of \$2,738.76 over the previous year. This profit and the slight increase over last year is for the most part attributable to the revenue received from meals served to the Royal Canadian Air Force throughout the whole of the financial year.

The total number of meals served during the year was 567,367 as compared with a total of 506,963 in 1941-42.

	1942-43	1941-42
Regular Meals	- 221,050	207,655
R.C.A.F., Army, Navy	- <u>346,317</u>	<u>299,308</u>
	<u>567,367</u>	<u>506,963</u>

In November, 1942, under the auspices of the Art Committee, the first exhibition of art in Canada by members of the armed forces was held in the art gallery, attracting approximately 7,500 visitors. In February 1943 the Art Committee in co-operation with a sub-committee organized an exhibition of paintings by the late Sir Frederick Banting. There were approximately 4,500 visitors at this exhibition.

All of which is respectfully submitted.

(Sgd) Robt. A. Bryce,
Chairman."

Approval was given to this report, and the Secretary was instructed to convey to Mr. Bryce the Board's appreciation of the splendid work done by him as Chairman of the Committee, and also to Mr. Gilley, Acting Warden, and all those concerned, for their untiring efforts in the satisfactory administration of the affairs of Hart House.

Report of
the Bursar
re refunds
of incidental
fees

The following report of the Bursar in connection with proposed uniform treatment of refunds of incidental fees was approved:-

Report of
the Bursar
on refunds
of incident-
al fees
(Cont'd)

"Students withdrawing from the University either to enter the Services or for any other reason after having paid their fees, have been given refunds of certain College and University fees which were made on a proportionate basis of the time in which they were in attendance.

Applicants for refunds of those Student Society fees which have been collected by the Bursar's Office and turned over to the different organizations have previously been referred to each individual organization for any return of the fee paid, and these refunds have been treated in various ways by them.

In an endeavour to establish a uniform treatment of such refunds and to expedite the same, the Bursar felt that refunds should be made to the student direct by the Bursar's Office in all cases where fees were collected by the Bursar, and with a view to discussing this matter with the persons concerned the Bursar convened a meeting in the Board Room, Simcoe Hall, on Tuesday, November 2nd, at 11 a.m., at which the following were invited to be present:-

Faculty of Medicine	Dr. E. S. Ryerson
Faculty of Dentistry	Dr. T. Cowling
Faculty of Forestry	Prof. R. Hosie
Faculty of Applied Science	Mr. W. S. Wilson
University College	Prof. W. J. McAndrew
Trinity College	Mr. E. G. Strathy
Victoria College	Dr. W. J. Little
St. Michael's College	Rev. T. A. MacDonald
The Registrar of the University	Mr. A. B. Fennell
Applied Science Athletic Association	Secretary-Treasurer
University Athletic Association	Mr. T. A. Reed
Dental Students' Parliament	Secretary-Treasurer
Engineering Society	Mr. Moore
Foresters' Club	Secretary-Treasurer
Graduate Students' Union	Miss N. MacKenzie
Hart House	Mr. J. R. Gilley
Medical Society	Secretary-Treasurer
Medical Women's Undergraduate Assoc'n	Secretary-Treasurer
Occupational Therapy & Physiotherapy	Miss D. Milner
Students' Administrative Council	Miss A. E. M. Parkes
Teachers' Course Association	Mr. B. W. Sharpe
U.C. Literary & Athletic Society	Secretary-Treasurer
U.C. Women's Undergraduate Assoc'n	Secretary-Treasurer

The following persons attended this meeting, and unanimously approved of the refunds being handled through the Bursar's Office:-

The Bursar (in the Chair)	
Faculty of Dentistry	Dr. T. Cowling
Faculty of Forestry	Prof. R. Hosie
Faculty of Applied Science	Mr. W. S. Wilson
University College	Prof. W. J. McAndrew
University Athletic Association	Mr. T. A. Reed
Engineering Society	Mr. Moore
Hart House	Mr. J. R. Gilley
Occupational Therapy & Physiotherapy	Miss D. Milner
Students' Administrative Council	Miss A. E. M. Parkes

In addition to the foregoing the following, who were unable to attend the meeting, informed the Bursar that they were in entire accord with this proposal:-

Faculty of Medicine	Dr. E. S. Ryerson
Victoria College	Dr. W. J. Little
Trinity College	Mr. E. G. Strathy
St. Michael's College	Rev. T. A. MacDonald
Graduate Students' Union	Miss N. MacKenzie
The Registrar of the University	Mr. A. B. Fennell

Report of
the Bursar
re refunds
of incident-
al fees
(Cont'd)

After discussing the matter at length the following proposals were made:-

1. Refunds of Incidental Fees to be made by the Bursar direct to the student, in all cases where such fees were collected by the Bursar's Office.
2. 'Student Registration Cards' to be presented with all applications for refunds.
3. Basis of refunds -

(a) Withdrawal before 15 October (or two weeks after opening of Session in the case of accelerated courses)	<u>Refund</u> Full amount
(b) Withdrawal for Active Service before 15 November (or six weeks after opening of Session in the case of accelerated courses)	Full amount
(c) Withdrawal after 15 October and on or before 31 December	One-half of fee
(d) No refunds after 1 January, or, in the case of accelerated courses, after the commencement of the second term.	
4. Special consideration on compassionate grounds to be given in deserving cases.

The foregoing proposals are recommended to the Board for approval.

Respectfully submitted,

November 2, 1943.

(Sgd) C. E. Higginbottom,
Bursar."

Arrange-
ments for
a meeting
of the
Standing
Committee
on Univer-
sity College
Matters

It was decided to call a meeting of the Standing Committee on University College Matters for Wednesday, 17 November, at 3 p.m., to consider the report from Principal Wallace regarding the place of University College in the Federation Scheme; and the Chairman requested that Principal Wallace and Professor W. J. McAndrew be invited to attend this meeting.

The meeting adjourned at 5:53 p. m.

Minutes confirmed.

Indefed
W.B.
Nov. 25th 1943

W. J. McAndrew

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 25th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Chancellor
The President
Chief Justice Robertson
Mr. Morrow

Mr. LaBine
Mr. Bryce
Hon. Dr. Ferguson
Dr. Neilly
Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCullagh
Hon. Dr. Bruce
Chief Justice Rose
Mr. Duncan

Hon. Dr. Kelly
Mr. Rogers
Dr. Gibson

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following report of the Standing Committee on University College Matters was approved upon motion of Dr. Ferguson after the changes set out below were made in paragraph 3 of the recommendations:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room on Wednesday, November 17th, 1943, at which were present -

Dr. Macdonald (in the Chair)
The President
Hon. Dr. Ferguson
Chief Justice Rose
Hon. Dr. Bruce
Mr. Duncan

Principal Wallace
Professor McAndrew

The Bursar was present as Secretary.

Report of
Standing
Committee
on Univer-
sity
College
Matters

Report of
Standing
Committee
on Univer-
sity
College
Matters
(Cont'd)

Your Committee had before it Principal Wallace's communication to the President under date of June 1st, 1943, and in order that the Committee might be informed of the recommendations of the last three or four meetings of the Committee the Bursar read the reports to the Board of Governors arising from such meetings.

The Chairman informed the Committee that he had been in consultation with the late Minister of Education regarding the situation at University College, and had been assured of his co-operation in such action as the Board of Governors decided to take.

After considerable discussion of the matters before it the Committee requested Principal Wallace and Professor McAndrew, the Registrar of University College, to attend.

They presented their views as to the difficulties existing in the College, and answered questions which were voiced by members of the Committee.

In making its report the Committee deems it wise to remind the Board of the importance of the State Arts College in the scheme of Federation. Its prestige and high standard must be maintained unless instruction in the Humanities is to suffer. The consequence of deterioration would ultimately be reflected in the other Faculties of the University.

Your Committee now begs to recommend -

1. That the property lately occupied by Sir Joseph Flavelle, and known as 'Holwood', be allocated as a site for University College Men's Residences.

The Board already has favourably discussed the advisability of such action, and your Committee is glad to know that the Alumni Association approve of such a move. The intervention of the War, with the consequent impossibility of obtaining building materials, has delayed action in the matter;

And that the Superintendent of the University be instructed to report with as little delay as possible on the feasibility of adapting the existing building for a Men's Residence as soon after the war as may be.

2. That efforts be continued to provide specific Athletic facilities for the College.
3. That the University College Alumni Association be asked to nominate a temporary committee from amongst the College graduates which would represent the Alumni and speak officially for the Alumni in case it was desired to make representations to the Board of Governors, and would be available for consultation by the Board as occasions might arise.

Your Committee has enquired from the President as to the situation in the departments of Classics and Ethics, which departments Principal Wallace has stated are under-staffed. On obtaining the facts from the President your Committee is of opinion that the charge is not justified.

In making this report with its attendant recommendations the Committee draws attention to the fact that consideration of and action on the above matters is not new on the part of the Board. A considerable sum of money has been raised for a Men's Residence, and two possible sites discussed. Also Architects appointed. There has been a difference of opinion as to the site, which, added to the exigencies of the war, has delayed the preparation of plans.

Also, action was taken to provide facilities for field games. If the arrangements have not proved satisfactory, it is possible that there has been lack of co-operation some where.

Report of
Standing
Committee
of Univer-
sity
College
Matters
(cont'd)

There is an unfortunate situation in the absence of tennis courts. This matter has received attention from your Committee. However, the war has intervened and funds have not been available.

It might be possible to provide some courts on the 'Holwood' site.

Respectfully submitted,

November 17th, 1943.

(Sgd) D. Bruce Macdonald,
Acting Chairman of Committee"

The changes in paragraph 3 of the recommendations, referred to above, are as follows:-

2nd line - the addition of the word "temporary" before "Committee".

5th line - the deletion of the words "at any time" after "Board of Governors".

Report of
Executive
Committee

The Board confirmed the action of the Executive Committee as set out in the following report:-

"To the Board of Governors,
University of Toronto.

November 25, 1943.

Appoint-
ments

A - Appointments - 1943-44:

We have approved the following appointments and resignations:-
Faculty of Medicine:

W. Green	- Assistant in the Animal quarters, Committee of Experimental Research, Nov. 16 to June 30	\$75 per mo.
----------	--	--------------

School of Hygiene:

Sub-Department of Nutrition:

Miss R. Wood	- Technician, Nov.15 to Feb.1	-	\$50	"	"
	Feb. 1 to June 30	-	55	"	"

Designa-
tions

Resignations

Miss N. Boyd	- Technician, Sub-Department of Nutrition, School of Hygiene	-	Dec.31,1943
J. Markle	- Technician, Physiological Hygiene, School of Hygiene	-	Nov.15,1943

Univer-
sity Ex-
tension

B - University Extension:

(1) We recommend that a course in Accident Prevention be given and that a number of appointments be made for the course.

(2) We recommend that the amount of \$1,650 be transferred from 'Salaries' to 'Extra Clerical Assistance'.

Statutes
of Senate

D - Statutes of Senate:

(1) Statute Number 1603 respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1943-44.

(2) Statute Number 1604 respecting certain amendments to the Calendar of the Faculty of Applied Science and Engineering for the Session 1943-44.

(3) Statute Number 1605 respecting amendments to the conditions of award of the Archie B. Crealock Memorial Prize.

(Sgd) D. Bruce Macdonald,
Chairman of the Board

(Sgd) H. J. Cody,
President
(Sgd) Geo.H. Ross,
Chairman of the Finance Committee."

Appoint-
ments for
Course in
Accident
Preven-
tion

The appointments for the Course in Acci-
dent Prevention in the Department of University Extension and Pub-
licity, referred to in the foregoing report, are as follows:-

T. Norman Dean	- Introduction to Accident Prevention	\$10
H. Mabson	- I.A.P.A. Facilities	10
K. A. Burgess	- First Aid, Medical Aid and Employee Education in Safety	10
K. S. Bernhardt	- Human Factors in Accident Prevention	10
G. M. Neff	- Safeguarding the Working Place	10
W. R. Laughlen	- Personal Protection	10
E. E. Sparrow	- The New Employee	10
A. H. Jeffrey	- Industrial Doctor's Part	10

Fees for
Course in
Accident
Prevention

the fee to be \$3.00 per student, except that in cases where five or more students enrol from the same organization the fee is to be \$3.00 for each of these, this amount to be paid in a lump sum.

Recommendations by the President were approved as follows:-

Additional allow-
ances to
staff of
David
Dunlap
Observa-
tory

That on account of extra services required, due to the depletion of the staff at the David Dunlap Observatory, the following additional allowances be paid for the Easter Term of the present Session from the balance remaining in the appropriation for "Salaries" in the Department of Astronomy:-

Dr. F. S. Hogg	- \$150	Miss E. M. Fuller	- \$100
Miss R. J. Northcott	- 150	Mrs. V. Krotkov	- 100

Revised
arrange-
ments for
allotment
of Rocke-
feller
grant for
Psychiatric
Research

That with the approval of Dr. C. H. Best the entire amount of the quarterly Rockefeller grant of \$4,325 for Psychiatric Research be credited to and remain in the Rockefeller Psychiatric Research Fund instead of having \$1,625 transferred to the Medical Research Banting Fund; on the understanding that certain salaries which were formerly paid from the Banting Fund will in future be charged against the Rockefeller Psychiatric Research Fund.

Changes
under Rocke-
feller grant

That the following changes under the Rockefeller grant for Psychiatric Research be made effective from January 1 to June 30, 1944:-

			increase per annum
Miss E. H. Algie	Social Service Worker	\$1,600 to \$1,800	
Miss L. Gillespie	Stenographer	1,050 to 1,125	
Miss M. Smith	Dietitian	936 to 975	
Formerly paid from Medical Research Banting Fund:			
Miss E. Melrose	Senior Laboratory Technician	\$1,700 per an.	
M. C. Wyand	Electroencephalographic Technician	1,700 " "	
Miss A. Carmichael	Junior Laboratory Technician	1,250 " "	
Miss D. Downing	Electroencephalographic Assistant	950 " "	
J. E. Goodwin	Supervisor of Electroencephalographic work (part time)	700 " "	

That the following members of the staff in the Department of Psychiatry be continued for the period January 1 to June 30, 1944, at their present salaries:-

Dr. N. L. Easton	-	\$ 200 per an.
Dr. L. D. Proctor	-	2,500 " "
Miss J. MacKendrick	-	1,300 " "
Miss A. Hughes	-	1,300 " "
Miss J. D. Leggett	-	200 " "
Mrs. E. Wellington	-	1,000 " "

That Miss R. E. Ratz of the staff of the Ontario College of Education be sent to investigate the training of Home Economics teachers in certain Universities in the United States, and that her travelling expenses, not to exceed \$550., be taken from the available balances of the College of Education; all of which has the approval of the Minister of Education.

That the following Bursaries, totalling \$6,090., be awarded to students in University College, as recommended by the College Council and Dr. J. J. Gibson:-

	Record	In	Out	Amount
Ashmore, Miss M. L.	Entrant	"		\$ 75
Bairstow, D. S.	II. 1	"		100
Beames, Miss W.	II. 3	"		50
Blockley, Miss C. M. B.	Entrant		"	100
Brannen, E.	II. 1		"	75
#Burke, J. L.	II	"		90
Byrne, J.	III		"	75
Callan, Miss M.	II. 3		"	50
Calvert, Miss M. S.	II. 13		"	150
Colhoun, R. C.	Entrant		"	150
Cowie, Miss J.	III			100
Cumberland, Miss J.	II. 15	"		75

Bursary awards in Univer- sity College (Cont'd)		Record	In	Out	Amount
	Dunn, Miss M.	Entrant	"		\$ 50
	Fairey, Miss D.	Grade A		"	125
	Fallis, Miss J.	Entrant		"	150
	Farintosh, A.	Entrant	"		75
	Ferguson, Miss M. E.	III		"	100
	Fitzpatrick, M.	Entrant	"		75
	#Freedman, P.	I. 8	"		100
	#Freedman, Miss T.	II. 6	"		50
	Furry, N. L.	III		"	75
	#Garbath, Miss R.	II. 3	"		75
	Gentilcore, L.	Entrant		"	125
	Grant, J. A. R.	III		"	100
	\$Gurvitch, Miss N.	II. 1		"	125
	Hale, T. B.	Entrant	"		75
	Hinch, Miss K.	Entrant		"	200
	Hirsch, Miss C.	Entrant		"	75
	Holdsworth, B. H.	II. 1	"		100
	Jeffries, Miss M. C. E.	III	"		125
	Kenner, H.	II. 2		"	150
	Kerr, J. W. M.	I. 1		"	150
	#Klein, E.	Entrant		"	75
	Luscombe, J. N.	II. 33	"		75
	Lustig, Miss M.	I. 1		"	150
	MacDonald, J. S.	II. 1		"	100
	Martin, Miss D.	Entrant		"	100
	Milne, E. J.	Entrant	"		100
	Parish, W. A.	II. 7	"		75
	Pogson, Miss R. E.	Entrant		"	50
	Pumaville, Miss C.	Aeg.	"		25
	#Rottenberg, J. A.	II. 2	"		75
	#Schanzer, E.	II. 1		"	125
	#Schiff, H.	I. 1	"		75
	Serson, Miss E.	II. 2		"	100
	Shepherd, R. G.	Grade B		"	75
	Shewfelt, L.	Transf.	"		25
	Sinclair, Miss E. G.	II. 4		"	100
	Slattery, J. M.	II. 5		"	150
	Soutar, G.	Grade B.	"		75
	Stenhouse, Miss E. M.	I. 1	"		200
	Sutherland, J. E.	Grade A.	"		100
	Swallow, H.	II. 6		"	125
	Tidy, Miss M.	III	"		50
	#Titcher, E.	II. 8	"		100
	Turchin, J.	II. 42		"	75
	Wade, P. W. R.	III	"		75
	#Waisglass, A. A. I.	II. 1	"		75
	Ward, Miss J.	Entrant		"	150
	Wasylichuk, Miss O. A.	Entrant	"		100
	Whitsey, Miss M. J. F.	Entrant		"	150
	Whittle, H. D. (Phys. Health & Education)			"	100
	#Winter, L.	III	"		50
#Hebrew				Total	- \$6,090

Postpone-
ment of
fees until
after the
war

That the following two English war guests, who are students in
University College, be granted a deferment of fees until after the war:-

Miss Jean P. Norman	- 2nd Year Political Science and Economics
Miss Kathrin D. Simon	- 1st Year English Language and Literature

That the following proposal submitted by Dean Brett in connection with the Health Service fee for the School of Graduate Studies be adopted:-

(a) That, as stated in the notice (Calendar of the School of Graduate Studies, p. 30) graduate students be admitted to the privileges of the Health Service as defined in the Calendar of the Faculty of Arts.

(b) That this shall be conditional upon payment of the fee (\$5). The privileges referred to include not only such medical advice or treatment as may be required but also the Infirmary Service which provides for care during sickness and is especially important for those students who live in lodgings or residences where no proper attention can be secured. Any student who desires to enjoy these privileges must be prepared to produce evidence that he has fulfilled the conditions specified.

(c) The Secretary of the School of Graduate Studies shall draw the attention of students at the time of enrolment to the regulations and arrange a method, by registration card or otherwise, which will enable the Director of the Health Service to satisfy himself that each student who applies for treatment has fulfilled the conditions stated above.

(d) The Bursar shall be authorized to collect the fee from each student who desires to pay it, at the time of enrolment.

Communications were presented and dealt with as follows:-

From the Registrar stating that the Executive Committee of the Senate had been authorized to consider and report upon the desirability of a further postponement of the Senate Elections due to be held in September, 1944, and transmitting the following clause, in accordance with the Committee's report, with the request that the Board of Governors approach the Legislature of the Province with a view to having it included in the Statute Law Amendment Act of 1944:-

"Notwithstanding any provision contained in the University Act there shall be no election of the Chancellor or of the members of the Senate of the University of Toronto until September, 1945, unless in the meantime a statute is passed by the Senate directing an election either of the Chancellor or of the members of the Senate, or of both."

After discussing this matter it was referred to the Chairman and the President for consideration and report.

From the Toronto General Trusts Corporation offering to renew the following Guaranteed Investment Certificates of the Corporation maturing on December 1, 1943, and held for the David A. Dunlap Bequest:-

Toronto
General
Trusts
Corpora-
tion
Certifi-
cates
(Cont'd

Certificates Nos. G-4484	-	\$ 5,000
G-4485	-	5,000
G-4486	-	5,000
G-4487	-	5,000
G-4488	-	5,000
		<u>\$25,000</u>

The Board authorized that these certificates be renewed for a further period of five years with interest at the rate of $3\frac{1}{2}\%$ per annum.

Proposal
from the
National
Trust
Company
to divide
remaining
assets in
John T.
White
Estate

From the National Trust Company Limited in connection with the John T. White Estate, requesting that in an endeavour to close out the Estate the Board consider the Company's previous proposal to divide the remaining assets between the two residuary legatees, the University of Toronto and the Canadian Red Cross Society. This matter was referred to Dr. Gibson for settlement as soon as possible, with a subsequent report to the Board.

Offer of
Canada
Permanent
Trust
Company
to sell
property
at No.146
St.George
Street

From the Canada Permanent Trust Company submitting an offer of \$12,000 for the property at No. 146 St. George Street owned by the Wilhelmina Davidson Estate. Miss M. B. Ferguson, Dean of Women, University College, had suggested to the President that the University might take advantage of this opportunity since additional residence accommodation for students was urgently needed. In order to avoid delay the Board referred the matter to the Property Committee with power to act, such action to be reported at the next meeting; and authorized that if the property is acquired the purchase price be charged against the Whitney Bequest.

Resolution
of Museum
Trustees
re the
University
Bursar

From the Secretary of the Board of Trustees, Royal Ontario Museum, transmitting the following resolution passed by the Museum Board:-

It was moved by Dr. Ferguson,
Seconded by Mr. Samuel,
And Resolved -

That the Bursar of the University of Toronto be asked to act as Treasurer for the Museum during the ensuing year.

The Board concurred in this resolution and the Bursar emphasized the splendid co-operation which existed between the two offices.

From Lady Falconer conveying the deepest thanks of herself and sons for the beautiful basket of flowers sent by the University on the occasion of the death of her husband, Sir Robert Falconer.

From Mayor Conboy requesting the return of the sum of \$200 which he transmitted last year from the Canadian Federation of Mayors and Municipalities, as the original proposal for an investigation into relief and public welfare, for which the money was given, had now been abandoned; and the Board approved of the return of this amount.

From the British War Relief Society (formerly the Maple Leaf Fund Inc.), New York, transmitting a cheque for \$400 (U.S. funds), the gift of Miss Elizabeth Perkins, with the request that the proceeds be forwarded to the Manager of the Bank of Montreal, Ottawa, for credit of the Seadown Nursery School, Carleton Place, Ontario, for the support of Jimmie Hazletine.

The President presented a letter from the Secretary of the Medical Alumni Association containing the following resolutions:-

1. Resolution passed at the annual meeting of the Medical Alumni Association:
"That the Matriculation Scholarship of \$200 which was offered to the University of Toronto for the academic year of 1943-44 be made an annual one."
2. Resolution passed at a meeting of the Executive Committee of the Medical Alumni Association:
"That in awarding the Medical Alumni Matriculation Scholarship preference be given to male candidates."

This generous action on the part of the Association was much appreciated by the Board.

Other donations were reported as follows and were accepted with thanks and appreciation:-

Other
dona-
tions
(Cont'd)

National Research Council:

\$ 2,000.00	for Project M.P. 31, Dr. D. Y. Solandt, Physiology
1,500.00	" " Med. 12, Dr. L. Farrell, Connaught Lab- oratories
1,000.00	" Project Med. 1-1, Dr. Russell Grant, Banting and Best Department of Medical Research
650.00	" Project C.W. 510, Dr. L. Young, Bio-Chemistry
500.00	" " C.W. 511, Dr. D. Y. Solandt, School of Hygiene
395.16	" Project A.M. 32, Prof. H. Grayson Smith, Physics.

Miscellaneous:

\$125,812.50	from the Department of National Defence - Army, representing 75% of tuition fees and accommodation charges for 250 students of the No. 2 Canadian Army Course.									
14,536.25	from the Department of National Defence - Air, for residence accommodation, etc. for No. 23 Pre-Aircrew Educational Detachment, October 4 to October 31.									
6,000.00	from the National Trust Company representing the University's share of the Leaside Engineering Company's dividend for the Wallberg Bequest made up as follows:- <table><tr><td>Dominion of Canada 4½% Bonds, and interest</td><td>-</td><td>\$5,525.82</td></tr><tr><td>Cash</td><td>-</td><td>474.18</td></tr><tr><td>Total</td><td>-</td><td><u>\$6,000.00</u></td></tr></table>	Dominion of Canada 4½% Bonds, and interest	-	\$5,525.82	Cash	-	474.18	Total	-	<u>\$6,000.00</u>
Dominion of Canada 4½% Bonds, and interest	-	\$5,525.82								
Cash	-	474.18								
Total	-	<u>\$6,000.00</u>								
3,000.00	from Miss Lillian H. S. Lucas, a graduate of University College, for a scholarship in the Honour Course in English Language and Literature to be awarded to a girl student entering the second year of the course; the amount of the award to be the annual income from the fund.									
450.00	from the Toronto General Trusts Corporation for the award of the Sir Edmund Walker Scholarships for the Session 1943-44.									
200.00	from Mr. R. E. Watters, Seattle, Washington, as a bursary in appreciation of the financial assistance he received from the University while a student in 1934 and 1935.									
200.00	from Dr. H. J. Cody to complete the endowment of the "Cody Medals in Medicine".									
150.00	from the Boiler Inspection & Insurance Company in payment of their Scholarship for 1943-44.									
125.00	from Mr. Percy Hermant for the first instalment of his scholarship for 1943-44.									
100.00	offered by the Young Men's Hebrew Association of Toronto for a scholarship in memory of the late Mr. Bernard Vise, in the School of Social Work; the proposed conditions of award being approved by the Board.									
50.00	from the Zonta Club renewing their bursary in the School of Social Work for 1943-44.									
30.00	from the graduates in Law to cover their scholarship for 1943-44.									
25.00	from Dr. L. J. Fenech of Windsor as a further donation for the funds of the W. George Switzer Award in Dentistry.									

The President presented a letter from Professor H. R. Kemp of the Department of Political Economy, who is now on war leave with the Wartime Prices and Trade Board, Ottawa, in which he stated that a well-known Montrealer had commenced a drive to raise \$5,000,000 for McGill University, and that in less than one week some 35% of this amount had been secured.

After discussing the possibility of a drive for funds for the University of Toronto -

It was moved by Mr. Bryce,
Seconded by Mr. LaBine,
And Resolved -

That the Chairman of the Board and Mr. Morrow be asked to form a Committee for the purpose of considering plans for a campaign to raise funds for the University of Toronto.

The Bursar presented the financial statement for the month of October.

The Bursar stated that he had received a letter from Professor E. F. Burton suggesting that in connection with the use of No. 49 St. George Street by the Department of Physics for war research work a portion of the rent of these premises be charged to Research Enterprises Limited, as the department had undertaken some work of interest to both the National Research Council and Research Enterprises Limited. The Board approved of the arrangements proposed by Professor Burton in this connection and subsequently revised by the Bursar as follows:-

That the rental of \$6,000 per annum for No. 49 St. George Street (including heating, lighting and janitor service) from October 1, 1942, to October 1, 1943, @ \$500 per month, which was authorized by the Board of Governors in September, 1942, be charged against Dominion Government Grant F.E.6444, Physics, Burton-Pitt, subject to the following adjustment:-

Charge <u>Trust Fund Dominion Government Grant F.E.6444, Physics, Burton-Pitt</u>	- \$5,925.00
Charge <u>Trust Fund Geophysics Research Fund, \$25.00 per month for July, August and September, 1943, in view of the fact that one room of this house was used for Geophysics Research</u>	- 75.00
	<u>\$6,000.00</u>

Charging
of rent
for No.49
St. George
Street
(Cont'd)

That beginning with October 1, 1943, the payment of the rental of \$6,000 per annum be as follows in view of the fact that in the Summer of 1943 the Department of Physics was asked to undertake some war work of interest to both the National Research Council and Research Enterprises Limited:-

Charge	Trust Fund Dominion Government Grant F.E.6444	-	\$275 a mo.
	Trust Fund Geophysics Research Fund	-	25 " "
	Research Enterprises Limited, Lease	-	200 " "
			<u>\$500 " mo.</u>

Confirma-
tion of
payment
of coal
bill for
Institute
of Child
Study

The Board confirmed the action already taken by the Bursar at the request of Dr. W. E. Blatz in paying the coal account for the Institute of Child Study, amounting to approximately \$660., for which there were not sufficient funds in their budget.

Report on
condition
of Dr. H.
B. Anderson

The President informed the Board that as requested he had enquired as to the mental condition of Dr. H. B. Anderson and had received the following letter from the Medical Superintendent of the Homewood Sanitarium:-

"Dr. H. J. Cody,
President of the Board of Governors,
University of Toronto,
Toronto, Ontario.

Homewood Sanitarium,
Guelph, Ontario.

Dear Dr. Cody:-

I regret very much to inform you that Dr. Harry Bertram Anderson is suffering from a mental illness which completely incapacitates him.

I am reasonably certain that he will not recover.

Yours very truly,

(Sgd) F. H. C. Baugh,
Medical Superintendent.

November 15, 1943.

The President further stated that he had informed the Minister of Education of Dr. Anderson's condition.

*Indefinite
m. B.*

The meeting adjourned at 6 p. m.

Minutes confirmed.

December 9th 1943

[Signature]
Acting Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, December 9th, 1943, at 4 p. m.

Present -

Dr. Neilly (in the Chair)
The Chancellor
The President

Mr. Morrow
Mr. LaBine

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

The Chairman (Dr. Macdonald)
Dr. Gibson
Hon. Dr. Bruce

Mr. Rogers
Mr. Duncan
Hon. Dr. Ferguson

In the absence of the Chairman through illness,

It was moved by Mr. Morrow,
Seconded by Mr. LaBine,
And Resolved -

That Dr. Neilly take the Chair.

The minutes of the last meeting were read and confirmed.

Proposed postponement of Senate Elections

Arising out of the minutes the Secretary presented the Chairman's recommendation that the Board approve of the Senate's request to approach the Legislature of the Province with a view to having included in the Statute Law Amendment Act of 1944 a clause in connection with the postponement of the Senate Elections. This matter was deferred for further consideration to the next meeting.

Report of
Executive
Committee

Approval was given to the recommendations contained in the following report prepared by the President for the Executive Committee, which was not signed on behalf of the Chairman of the Board or the Chairman of the Finance Committee as no meeting of the Executive Committee was held:-

"To the Board of Governors,
University of Toronto.

December 9, 1943.

Appoint-
ments

A - Appointments - 1943-44:

We have approved the following appointments and a resignation:
Faculty of Medicine:

Miss R. Wearne - Assistant in Physical Therapy in
Therapeutics, Oct. 18 to June 30 \$20 per mo.

Faculty of Dentistry:

W. G. Bennett - Instructor in Correspondence to
Dental Nurses \$32

School of Nursing:

Miss D. I. Patterson - Dietitian-Housekeeper, Jan. 1 to
June 30 (living @ \$400) \$1,500 per an.

Also two minor sessional appointments.

Resigna-
tion

Resignation
Mrs. A. Jackson - Temporary Laboratory Attendant in
Pathology & Bacteriology Nov. 30

Transfers
and adjust-
ments

B - Transfers and Adjustments:

(1) We recommend that the sum of \$404 be transferred from the Contingency fund to that for "Residence, furnishing and replacements" in the School of Nursing.

(2) We recommend that the sum of \$180 be paid to Mrs. D. U. Irish, of the Department of Physiology, because of additional duties which she is carrying - to be paid from Medical Research Best Fund.

(3) We recommend that the sum of \$200 be paid to W. Smith of the Department of Zoology, because of additional duties which he is carrying - to be paid from the appropriation for secretarial and technical assistance.

(4) We recommend that the sum of \$300 be paid to Dr. D. V. Currey, for a series of lectures given in the School of Hygiene - to be paid from the School's Visiting Lecturers' Fund.

Appoint-
ments in
University
Extension
Courses

C - University Extension:

(1) We recommend a number of appointments for the Evening Tutorial Classes; the sum of \$1,000 for attendants to be paid from time to time on certificate; and an additional appropriation of \$13,000.

(2) We recommend two appointments in the Course in Physiotherapy.

(3) We recommend the continuance of the Course for Firefighters, and two appointments for it.

(4) We recommend the establishment of a Course in Traffic, together with a number of appointments for it.

(5) We recommend a number of appointments for the Correspondence Courses, Pass Course for Teachers.

(6) We recommend a number of appointments for the Teachers' Classes, Toronto, Pass Course for Teachers, and an appropriation of \$9,000.

(7) We recommend a number of appointments in Upper School and Commercial Correspondence Courses.

D - Statutes of Senate:

(1) Statute Number 1602 respecting a diploma in Child Study and a course of instruction leading thereto.

(Sgd) H. J. Cody
President

Chairman of the Board.

Chairman of the Finance Committee."

The appointments referred to in the foregoing report are as follows:-

School of Nursing:

K. S. Bernhardt - \$175

Miss Frances McNally - \$200

University Extension:

Evening Tutorial Classes:

T. B. Godfrey	- Accounting	\$200
H. G. Harvey	- Accounting	200
J. M. Elson	- Authorship, Journalism	800
Bishop W. C. White	- Chinese	200
F. R. Crocombe	- Cost Accounting	200
G. G. Steele	- Economics	200
M. Parmenter	- Educational and Vocational Guidance	100
J. M. Ham	- Electrical Mathematics	200
V. G. Smith	- Electromagnetic Theory	200
Miss E. N. Martin	- English Composition	200
J. Campbell-McInnes	- English Diction and Speech	
	(2 classes)	400
Dr. Florence A. Smith	- English Poetry and Modern Novel	200
G. N. Bramfitt	- English - Voice, Speech and Diction	600
S. E. de Champ	- French	200
Miss I.G. Balthazard	- "	200
Miss M. D. MacDonald	- "	200
G. Tatham	- Geography	200
Barker Fairley	- German	200
D. D. Panabaker	- Industrial and Business Organization	400
Miss Isobel Loudon	- Interior Decorating	400
S. Beatty	- Mathematics	200
B. Wilkinson	- Mediaeval History	200
J. A. Newcombe	- Metallurgy (1 class, 3 labs.)	500
F. J. Horwood	- Music Appreciation	400
L. E. Jones	- Photography	200
E. T. Williams	- Plastics	200
John Buchan	- Plastics (1 lecture)	10
Mrs. M. B. Arnold	- Psychology	200
T. W. Cook	- "	200
K. H. Rogers	- "	200
W. G. Frisby	- Public Speaking	200
J. E. McLaughlin	- "	200
G. A. McMullen	- "	200
G. G. Coulton	- Reconstruction	100
B. P. Skey	- Russian (2 classes)	400
J. Cano	- Spanish (2 classes)	400
E. Goggio	- Spanish	200
E. C. de la Casa	- Spanish	200
A. Frumkin	- Assistant in Metallurgy	75
W. J. Alexander	- Lantern Operator for Geography Class	20
A. G. Keele	- Lantern Operator	20
Mrs. H. B. Hedman	- Statistics	200
Thure Hedman	- Swedish and Dano-Norwegian	200
E. F. Burton	- Physics (3 lectures)	30
G. B. Langford	- " (1 lecture)	10
E. W. Hewson	- " (1 lecture)	10
C. G. Fraser	- " (1 lecture)	10
A.D. Misener	- " (12 lectures)	120
W. H. Kohl	- " (4 lectures)	40
Toronto Conservatory of Music	- Use of rooms and piano	200

Appoint-
ments in
University
Extension
Courses
(Cont'd)

Course in Physiotherapy:

Miss Mary Russell	- 5 lectures in the Kenny Method	\$ 50
Miss Florence Quinlan	- Special Classes in Physics	100
<u>Course for Firefighters (Short Courses) @ \$5 per student:</u>		
J. W. Bain	- Chemistry of Fire	10
Joslyn Rogers	- Science Aids Investigation	10
<u>Evening Tutorial Classes - Course in Traffic - fee of \$10:</u>		
W. J. Rae	- Economic Importance of the Traffic Manager	10
S. B. Brown	- Principles Underlying Freight Rates	10
D. B. Wallace	- Principles Underlying Air Transportation	5
J. Ritchie	- Principles Underlying Highway Transportation	5
F. Ambler	- Principles Underlying Water Transportation	10
D. W. Buchanan	- Domestic Freight Rate Structure	10
W. J. Smallacombe	- Accessorial Services of the Railways	10
R. J. Fitzgerald	- Loss and Damage Claims	10
N. Ham	- Express Service and Rates	10
S. B. Brown	- Government Regulation in Transportation	10

Correspondence Courses - Pass Course for Teachers:

J. R. MacGillivray	- First and Third Year English
Dr. Florence A. Smith	- Second Year English
R. M. Saunders	- First Year History
J. G. Creighton) Second Year History
D. J. McDougall	
G. W. Brown	- Third Year History
K. F. Helleiner	- First and Third Year Economics
H. A. Logan	- Second Year Economics
K. S. Bernhardt	- First and Third Year Psychology
Mrs. M. B. Arnold	- Third Year Psychology
G. Edison	- First and Third Year Philosophy
Rev. B. F. Sullivan	- Second Year Philosophy
I. R. Pounder	- First Year Mathematics
S. Beatty	- Second Year Mathematics
H. S. Coxeter) Third Year Mathematics
Miss C. C. Krieger	
A. Lacey	- Third Year French
J. G. Andison	- Second Year French
Miss I. G. Balthazard	- First Year French
H. Boeschenstein	- German
M. D. Tait	- Latin

(Remuneration in these cases to be based upon the work done)

Pass Course for Teachers - Teachers' Classes, Toronto:

W. J. McAndrew	- Third Year French	\$300
P. H. Brieger	- Third Year Fine Art	300
J. R. MacGillivray	- Third Year English	300
K. S. Bernhardt	- First and Third Year Psychology	400
Mrs. M. B. Arnold	- Third Year Psychology	225
M. D. Tait	- First and Third Year Latin	300
H. Boeschenstein	- Third Year German	300
Miss C.C. Krieger	- Third Year Mathematics	150
G. W. Brown	- Third Year History	150
H. S. Coxeter	- Third Year Mathematics	150
D. S. Ainslie	- Physics	300
J. Ellis Thomson	- Mineralogy	150
V. J. Okulitch	- Geology	200
G. Edison	- Philosophy	150
R. W. McKay	- Physics (Demonstrator)	150

Appoint-
ments in
University
Extension
Courses
(ont'd)

<u>Pass Course for Teachers - Teachers' Classes, Toronto (Cont'd):</u>		
S. A. Ferguson	- Geology (Demonstrator)	\$150
K. F. Helleiner	- First and Third Year Economics	450
Rev. B. F. Sullivan	- Philosophy	450
H. A. Logan	- Second Year Economics	300
Dr. Florence A. Smith	- Second Year English	300
N. J. Endicott) First Year English	300
J. D. Grant		150
R. M. Saunders	- First Year History	300
D. B. DeLury	- First Year Mathematics	300
J. G. Andison	- First Year French	300
Griffith Taylor) First Year Geography	150
G. Tatham		200
Miss M. Brookstone)	200
W. C. Wonders		90
B. W. Sharpe	- Extra Administrative Work for Pass Course for Teachers	300

Upper School and Commercial Correspondence Courses:

Upper School:

A. G. Croal	- Upper School Physics, Chemistry, Botany and Zoology
J. D. Morrow	- Upper School Latin
N. L. Murch	- Upper School French and German
P. A. Petrie	- Upper School Algebra, Geometry and Trigonometry
L. H. Newell	- Upper School English and History

Commercial:

J. J. Bailey	- Penmanship
W. Baird	- Secretarial Practice and Shorthand
L. S. Beattie	- Office Practice
W. J. Brown	- Business Correspondence, History of Commerce, Money and Banking, and Theory of Economics
H. G. Harvey	- Accountancy and Bookkeeping
T. W. Oates	- Arithmetic of Investment, Business Arithmetic, and Business Law
H. Paul Sutton	- Typewriting

(Remuneration in these cases to be based upon the work done)

Diploma
Course in
Child
Study and
Fees rela-
ting
thereto

In the Statute of Senate Number 1602 respec-
ing the Diploma Course in Child Study, referred to in the report of
the Executive Committee, a fee of \$150 for the course is included,
but at the Bursar's suggestion this fee will be subject to the follow-
ing schedule recommended by the President:-

For the Session 1943-44

Academic Fee -	
Tuition; Library; and one annual examination	\$150
University Health Service	5
Diploma Fee	5
Total -	<u>\$160</u>

For the Session 1944-45

Academic Fee -	
Tuition; Library; and one annual examination	\$150
University Health Service	5
#Students' Administrative Council	3
Diploma Fee	5
Total -	<u>\$163</u>

#If "Torontonensis" is included, this fee
would be \$6.

Diploma
Course
in Child
Study
(Cont'd)

The Athletic fee of \$3.00 was deleted from the foregoing schedule for 1944-45 in view of a letter received by the Registrar from Mr. T. A. Reed, Secretary of the Athletic Association, stating that as the original idea was to apply the Athletic fee only to fully registered students proceeding to a degree, the Association found itself unable to extend the many privileges of the Athletic fee to others than those at present enjoying it.

As there was no reference in the above Statute of Senate to the establishment of the Institute of Child Study, the Bursar was instructed to draw to the Registrar's attention the fact that the Institute was established in 1939.

Other recommendations by the President were approved as follows:-

Additional
appropriation
in Department
of
Psychology

That an additional amount of \$600 be granted for the "Salaries" appropriation in the Department of Psychology for the Session 1943-44 to provide for the salary of Mrs. Lila F. Maltby, Special Lecturer for this Session.

Additional
tentative vote
for Child
Study

That in addition to the tentative appropriation of \$3,660 already provided for the Institute of Child Study, a further tentative appropriation of \$4,000 be granted.

Refresher
Course in
Physical
Education

That a proposed Refresher Course in Physical Education be authorized in the School of Physical and Health Education from December 28 to 30 inclusive, at a fee of \$5.00, or 50¢ for a single class; this fee to be applicable to both participants and spectators.

Committee
on Military
Education

That the Committee on Military Education be composed as follows:

The President of the University	- Chairman
The Superintendent of Buildings and Grounds of the University	- Lieut.-Col. A. D. LePan
Former Officers Commanding the Contingent, C.O.T.C.) Wing Commander T. R. Loudon
) Lieut.-Col. J. R. Cockburn
The Officer Commanding of the Contingent, C.O.T.C.	- Lieut.-Col. H. H. Madill
The Second in Command of the Contingent, C.O.T.C.	- Lieut.-Col. W. S. Wilson

Committee
of Military
Education
(cont'd)

The Director of Military Studies in the University	- Major M. B. Watson
The Commanding Officer University of Toronto Squadron, University Air Training Corps	- Wing Commander T. R. Loudon
The Commanding Officer of the Univer- sity Naval Training Division	- Lieut.-Col. D.A.F. Robinson
The Secretary of the Committee	- Major T. A. Reed

Communications were presented and dealt with
as follows:-

Letters of
thanks
from Lady
Falconer

From Lady Falconer, in letters addressed to the President and the Bursar, conveying to the Board her deep appreciation of their generous action in continuing for November and December the amount formerly paid to her husband, the late Sir Robert Falconer; and also conveying the warmest thanks of herself and her sons for the tribute paid to the life and work of Sir Robert.

Letter to
Premier
Drew re
Dr. H. B.
Anderson

From Premier Drew's secretary acknowledging the receipt of President Cody's letter re Dr. H. B. Anderson, and stating that it would be brought to the Premier's attention upon his return from England.

Ned for
additional
accommoda-
tion in
Faculty of
Dentistry

From Dean Mason regarding the need for additional accommodation in the Faculty of Dentistry in view of the proposed plan of the Minister of Health for the Province of Ontario to increase the dental health services for the people of the Province. This matter was referred to the Property Committee for consideration and report.

Authority
to sign
agreement
with the
Michael
Reese Re-
search
Foundation
re drying
of serum
and plasma

From the Connaught Laboratories transmitting a proposed agreement between the Michael Reese Research Foundation and the Governors of the University in connection with the drying of serum and plasma, and after an explanation by Dr. Neilly,

It was moved by Mr. Morrow,
Seconded by Mr. LaBine,
And Carried -

That the agreement be signed on behalf of the
Governors.

Reinstatement of Miss Ethel Blunt as Clerk in the Bursar's Office

From Miss Ethel Blunt stating that as a result of her mother's illness she was forced to return to the City, and requesting that she be reinstated in her former position as clerk in the Accounts Branch of the Bursar's Office, from which she resigned on November 13th. Upon the Bursar's recommendation the Board authorized the reinstatement of Miss Blunt, she to be considered as having been on leave of absence without salary for approximately two weeks, November 31 to December 1.

Continuation of Rockefeller grants to School of Hygiene

The President presented a letter from Dr. Defries enclosing copies of letters from Dr. W. A. McIntosh of the International Health Division of the Rockefeller Foundation, in which he stated that the following grants had been made to the School of Hygiene:

1. \$20,000 (or as much thereof as may be necessary to provide not more than \$20,000 Canadian funds) for the continuation of Field Training Facilities for students in Public Health, Medicine, and Public Health Nursing, to be available during a four-year period beginning July 1, 1944, under budgets to be approved by the Director and Comptroller of the International Health Division of the Rockefeller Foundation.
2. \$13,500 (or as much thereof as may be necessary to provide not more than \$13,500 Canadian funds) for the continuation of Dr. McHenry's studies on human nutrition, to be available for expenditure during a period of three years ending not later than June 30, 1947, under budgets to be approved by the Director and Comptroller of the International Health Division of the Rockefeller Foundation.

The Secretary was instructed to convey the Board's very sincere thanks and appreciation of this further generous action on the part of the International Health Division of the Rockefeller Foundation, and of its continued interest in the work of the School of Hygiene.

Other donations

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$10,000	for Project F.E.6444, Physics, Burton-Pitt
5,000	" " G.1001-E, Prof. L. Gilchrist, Physics
500	" " N.M. 16, Dr. D. Y. Solandt, Physiology

Other
donations
(Cont'd)

Miscellaneous:

\$4,000	from	the Toronto General Trusts Corporation in payment of the Reuben Wells Leonard Scholarships for 1943-44
200	"	the Medical Alumni Association for the first award of their Scholarship
200	"	Mr. Mark G. Cohen to cover the award of the Moses M. Cohen Scholarship in Social Work for 1943-44
130	(U.S. funds)	from the British War Relief Society, New York, as a donation from the Pennsylvania Maple Leaf Fund to the U.of T. Women's War Service Committee in connection with their work for British Overseas Children.
100	from	the Dr. Roy Simpson Scholarship Fund as the amount of the first award of this scholarship in Paediatrics, instead of the \$50 previously sent, which the Committee requests be added to the capital of the fund
50	"	Lieut. F. J. Carson for the 1943-44 award of the Max K. A. Mueller Bursary in Social Work
50	"	Dr. Bruno Mendel for credit of the Bruno Mendel Fund in Banting and Best Department of Medical Research.

Current
Expendi-
ture

The Bursar presented the bank statement for the month of November, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of December and the first part of the month of January. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Proposed
recommen-
dation by
City of
Toronto
to tax
Varsity
Arena and
Stadium

The Bursar also presented a newspaper clipping from "The Star" of December 7th regarding proposed adjustments by the City of Toronto in the taxation of numerous business establishments, including a recommendation that the Varsity Arena and Varsity Stadium be taxed as being buildings not used exclusively by the University of Toronto. The Board decided that no action be taken in this matter.

Naming of
U.S. Liberty
ship for
Sir Freder-
ick Banting

The President informed the Board of the signal honour being paid to the memory and achievements of the late Sir Frederick Banting by the United States Maritime Commission in naming for him a U.S. Liberty ship, the christening of which is to be performed by Lady Banting at Baltimore, Maryland, on December 20th, when the President has been requested to speak and at which Dr. Best, Mr. Morrow and Dr. Urquhart are expected to attend.

Committee
re obser-
vance of
Banting
anniver-
sary

It was decided to call a meeting of the Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death for Monday, December 13th, at 4 p.m. in the Board Room.

Cancel-
lation
of second
meeting
in Decem-
ber

The Secretary drew attention to the close proximity of Christmas in connection with the next regular meeting of the Board which would normally fall on Thursday, December 23rd, and it was decided to cancel this meeting.

Reinvest-
ment of
certain
securities

In view of the cancellation of the meeting on December 23rd, the Bursar brought up the question of the re-investment of certain securities maturing in January as follows:-

January 1, 1944	\$25,000 City of Stratford 5% Debentures (held for the Banting Research Foundation)
January 15, 1944	\$48,000 University of Toronto 5% Annuity Debentures

Upon motion of Mr. Morrow,
Seconded by Mr. LaBine,

Authority was given to the Chairman of the Board, the Chairman of the Finance Committee, and the Bursar, to arrange for the re-investment of the above amounts in Dominion of Canada or Province of Ontario bonds, the latter preferred if a satisfactory rate could be obtained.

Property
Committee
Report
No. 225

Report Number 225 of the Property Committee was approved as follows after the change set out below was made in paragraph 3:-

Death of
F. Baker,
Caretaker,
Engineer-
ing build-
ing and
authority
to pay a
substitute

"The Property Committee begs to report to the Board of Governors:-

1. Your Committee has received a report from the Superintendent advising of the death on December 3rd, 1943, of Frank Baker, caretaker of the Engineering building, who had been employed by the University continuously since July 11th, 1913. Your Committee begs to recommend that the Board concur in the Superintendent's recommendation that Baker's salary for the month of December be paid to his widow as a compassionate allowance, and that the balance of his salary for 1943-44 be transferred to 'Cleaning Account', Engineering building, to enable the Superintendent to pay for additional assistance until June 30th, 1944, and to make a recommendation for Baker's successor starting July 1st, 1944.

2. Following the receipt of a further letter from Chancellor Brown of Victoria University, dated December 1st, your Committee again took up for consideration the proposals which had previously been submitted by Victoria regarding the possible exchange of the property at No. 63 St. George Street (which has been leased by Victoria to the Dominion Government for one year from October 1st, 1943, at a rental of \$250 a month) and the Drynan property, Lot 67, Queen's Park, owned by the University of Toronto, on condition that the Drynan property be conveyed to Victoria free from all arrears of rent. After discussing this matter at length your Committee deferred the same for further consideration.

3. Following the instructions of the Board, your Committee has considered an offer of the Canada Permanent Trust Company to sell to the University for \$12,000 the property at No. 146 St. George Street for use as a residence for women students of Physical and Health Education. Your Committee recommends that the sum of \$8,000 be offered for this property, this amount to be charged to the E. C. Whitney Bequest.

All of which is respectfully submitted.

December 8, 1943.

(Sgd) John J. Gibson,
Chairman"

The above mentioned change in paragraph 3 of the report is as follows:-

5th line - the deletion of the words "University College" and the substitution therefor of the words "Physical and Health Education".

The matter of the salary of Mr. J. R. Gilley, Acting Warden of Hart House, contained in the President's agenda, was tabled for reference at the next meeting.

The meeting adjourned at 5 p. m.

Minutes confirmed.

*Indefed
M.B.*
Jan. 11th 1944

[Signature]
Chairman.

Minutes of a Special Meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Tuesday, January 11, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The President
Hon. Dr. Ferguson
Dr. Neilly

Mr. Bryce
Mr. Rogers
Mr. Morrow
Mr. McCullagh

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Duncan
Mr. LaBine

Chief Justice Rose
Chief Justice Robertson

The minutes of the meeting held on Thursday, December 9th, were read and confirmed, after which it was pointed out that at the said meeting there had not been a quorum present.

The Chairman stated that the Special Meeting had been called at the request of Mr. Morrow, the Chairman of the University of Toronto Committee on University Expansion. The President then informed the Board of steps already taken by the Committee, and read to the meeting a letter which as President of the University and at the request of the Committee he had sent to certain selected firms and organizations. He also presented to the Board a copy of the following cablegram received from the Premier of the Province recording his approval of the undertaking:-

"President Cody,
University of Toronto.

Heartily approve proposed appeal for financial support for Toronto University in accordance with your cable. Have instructed my office confer with you to issue statement in support of proposal. Kind regards.

GEORGE DREW."

Special
meeting
called at
request
of Mr.
Morrow,
Chairman
of Commit-
tee re
University
of Toronto
Expansion
Campaign

Approval
of Premier
George Drew

Mr. Morrow stated that he had asked for a meeting of the Board in order that further steps might be taken to complete the organization for a definite campaign.

After some discussion it was resolved -

Committee
on Expansion

1. That the Committee on Expansion should be continued, the following being the members:-

Mr. Morrow (Chairman)
The President

Dr. Neilly
Mr. McCullagh

2. That the Committee be given authority to add to its members from the membership of the Board and from outside sources.

Campaign
Secretary
to be ap-
pointed

3. That Mr. Morrow be given authority to appoint a full-time Campaign Secretary, with necessary stenographic assistance, to prosecute the campaign, and to procure any necessary office equipment, the Chairman of the Board having placed his office in Simcoe Hall at the disposal of the Committee.

Initial
vote for
expenses
of the
Campaign

Upon motion of Mr. Bryce,

Seconded by Dr. Neilly,

An initial sum of \$5,000.00 was voted from Current Revenue to provide for the expenses of the campaign, requisitions for payments from the same to be made by Mr. Morrow.

Acknowledg-
ments of
subscrip-
tions by
President;
receipts
sent by
Bursar

It was further resolved that acknowledgment of the receipt of subscriptions should be made by the President, and receipts for monies received should be given by the Bursar, who is to receive all monies and account for the same.

Special
account to
be opened
at Bank of
Commerce

In this connection it was suggested that all monies received should be kept in a Special Account in the Canadian Bank of Commerce and an effort made to obtain $1\frac{1}{2}\%$ interest on the amount on deposit.

Bursar to
prepare a
list of
salaries
re discus-
sion with

In connection with the suggestion that the Government should increase the grant to the University in order to provide an increase in the salary scale, the Bursar was requested to

Govern-
ment for
increase
in grant

prepare a list of salaries as paid at present so that the Board might have material on which to base a discussion as to the necessity for and the range of any general increase.

*Incl. defd
ss. B.*

The meeting adjourned at 5:15 p.m.

Minutes confirmed.

Jan. 13th 1944

Armen Hachatur
Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 13th, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Mr. Rogers
Mr. LaBine
Mr. Morrow
Hon. Dr. Bruce

Mr. McCullagh
Dr. Neilly
Mr. Ross
Hon. Dr. Ferguson
Chief Justice Rose
Mr. Bryce
Chief Justice Robertson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of Mr. Duncan that he would be unable to attend.

The minutes of the Special Meeting held on Tuesday, January 11th, were read and confirmed.

Arising out of the minutes of the regular meeting held on Thursday, December 9th, 1943, the following matters were dealt with:-

Upon motion of Mr. Morrow,
Seconded by Dr. Gibson,
It was Resolved -

That at the request of the Senate of the University the Board of Governors approach the Legislature of the Province with a view to having included in the Statute Law Amendment Act of 1944 the following clause in connection with the postponement of the Senate Elections:-

"Notwithstanding any provision contained in the University Act there shall be no election of the Chancellor or of the members of the Senate of the University of Toronto until September, 1945, unless in the meantime the Statute is passed by the Senate directing an election either of the Chancellor or of the members of the Senate, or of both."

Request for
legislation
covering
postponement
of Senate
elections

Re-investment of certain securities in the Fifth Victory Loan

The Bursar reported the re-investment of the following securities in Dominion of Canada Fifth Victory Loan 3% Bonds, due 1 January, 1959, which had been approved by the Chairman of the Board and the Chairman of the Finance Committee; the investment of the funds held for the Banting Research Foundation having also been approved by Mr. C. S. Macdonald:-

\$25,000 City of Stratford 5% Debentures, maturing Jan. 1, 1944
(held for the Banting Research Foundation)

\$48,000 University of Toronto 5% Annuity Debentures

Acceptance of University's offer to purchase No. 146 St. George St.

In connection with the University's offer of \$8,000 which was later increased to \$9,000., for the property at No. 146 St. George Street for a residence for women students in Physical and Health Education, the Bursar reported that this offer had been accepted by the Canada Permanent Trust Company and the Executors of the Wilhelmina Davidson Estate.

Report of Executive Committee

Approval was given to the recommendations contained in the following report prepared by the President for the Executive Committee, which was not signed by the Chairman of the Board or the Chairman of the Finance Committee as no meeting of the Executive Committee was held:-

"To the Board of Governors,
University of Toronto.

January 13, 1944.

Appointments

A - Appointments - 1943-44:

We have approved the following appointments and resignations:-

Faculty of Arts:

G. H. Parke-Taylor

- Reader in Semitics, Easter Term, 1944,
payment not to exceed \$100.

Faculty of Medicine:

Mrs. C. Dowling

- Technical Assistant in Anatomy, 1 Jan.
to 30 June \$80 a mo.

Mrs. H. Ross

- Psychologist in Psychiatric Research, 1 Dec. to 30 June \$950 a yr.

Faculty of Dentistry:

H. Halderson

- Demonstrator in Orthodontia,
Jan. to June \$480

Dr. Jessie C. Gray

- Lecturer in Surgery, Jan. to
Mar. 360

G. A. McMullen

- Change in title from Instructor
to Special Lecturer in English
Expression, 1 Jan. to 30 June,
with no change in salary

School of Nursing:

Miss L. Thordason

- Supervisor of Health Services and Residence Nurse, 1 Jan. to 30 June
(cancelling previous appointment)

\$1,440 a yr.

plus maintenance

Miss P. Smith

- Assistant in the Library, Faculty of
Dentistry, 13 weeks from 3 Jan. at \$20
per week

Appoint-
ments
(Cont'd)

Library:

Miss R. M. Schawlow - Assistant (part time) 17 Jan. to 30 June \$550 a yr.

Resignations

Reigna-
tions

Faculty of Dentistry:

S. S. Crouch - Associate Professor of Orthodontics Jan. 1, 1944
E. S. Ryerson - Assistant Professor of Surgery June 30, 1943
Miss M. Buchan - Assistant (part time), Library to be retired on pension as of Jan. 16, 1944
Mrs. Joyce Wry - Secretarial Assistant, Political Economy Dec. 31, 1943
Mrs. Kathleen Wiman - Laboratory Assistant, Sub. Dept. of Public Health Administration, School of Hygiene Nov. 30, 1943

Transfers
and adjust-
ments

B - Transfers and Adjustments:

- (1) We recommend the award of an Applied Science Bursary of \$100 to Mr. W. E. A. Rispin, Second Year, Chemical Engineering.
- (2) We recommend the payment of \$512 to Dr. G. V. Fisk, Associate in Orthodontics, Faculty of Dentistry, for extra services from January to June, 1944.
- (3) We recommend the payment of \$210 to Mr. T. Y. S. Tseng for the Eastern Term as Assistant in Chinese Studies.

University
Extension
appoint-
ments, etc.

C - University Extension:

- (1) We recommend two appointments in Rural Tutorial Classes.
- (2) We recommend certain appointments in Evening Tutorial Classes.
- (3) We recommend authority for conducting courses for the Society of Industrial and Cost Accountants.

Statutes
of Senate

D - Statutes of Senate:

- (1) Statute No. 1606 respecting the Toronto Daily Star Scholarship
- (2) Statute No. 1607 " " Dr. Roy Simpson Scholarship in Paediatrics
- (3) Statute No. 1608 respecting the Reginald and Galer Hagerty Scholarship
- (4) Statute No. 1609 respecting the John M. Empey Scholarship
- (5) Statute No. 1610 " " Jenkins Scholarship
- (6) Statute No. 1611 " " Max K. A. Mueller Bursary
- (7) Statute No. 1612 " " Zonta Club Bursary
- (8) Statute No. 1613 " " Bernard Vise Memorial Scholarship
- (9) Statute No. 1614 respecting the W. K. Kellogg Foundation Scholarship in Dentistry

Chairman of the Board

(Sgd) H. J. Cody,
President.

Chairman of the Finance Committee"

University
Extension
appoint-
ments

The appointments in the Department of University Extension and Publicity, referred to in the foregoing report, are as follows:-

Rural Tutorial Classes:

Community Life Training Institute - 12 classes in Simcoe County and several in Muskoka \$1,200
Nelson Ribey - Classes and week-end schools in Bruce County \$ 300

University
Extension
appoint-
ments
(Cont'd)

Evening Tutorial Classes:

N. H. Tayler	- Spanish (1 lecture)	\$10
Mrs. A. L. D. Koehler	- Fine Art (Lantern operator)	50
Hector Ross	- Metallurgy (Assistant)	50

The following recommendations by the President

were approved:-

Honorarium
to Major M.
Barry
Watson for
additional
services

That Major M. Barry Watson be paid an honorarium of \$300 for additional services required during the Fall Term of the present Session, owing to the fact that General Cartwright was unable to accept his appointment as Special Lecturer in the Department of Military Studies.

Approval
for two
bursaries
in School
of Gradu-
ate
Studies

That bursaries be granted as follows to two students in the School of Graduate Studies to assist them with the payment of their fees:-

K. H. Morawetz	-	\$125
Louis Shein	-	50

Addition-
al appro-
priations

That the following additional appropriations be granted:-

Department of Chemistry:

For "Chemicals, Glassware, Apparatus, etc."	-	\$2,200
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Special
for 1944-45

Special appropriation for 1944-45:

Women's Residence - 5 Willcocks Street:

For "Furnishings" (to enable the ordering of furniture now for delivery in June and payment in July)	-	\$3,250
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The Board confirmed the President's approval of the following action already taken:-

Additional
allowance
to Mr. S.
E. Wolfe

Payment of an additional allowance of \$200 for the present Session to Mr. S. E. Wolfe, Assistant Professor of Mining Engineering, on account of extra services required from him; this amount to be paid from the balance in the Salaries appropriation for "Instructors" in the department.

Course in
Town Plann-
ing and
Housing -

setting up
of appro-
priation

The appointment of the following persons in the Extension Course in Town Planning and Housing, and the setting up of an appropriation of \$3,000 for this course, including the \$2,000 promised by the Provincial Government:-

Appoint- ments for Course in Town Plan- ning and Housing	George Mooney	- 1 Lecture	\$50	
		travelling expenses (estimated)	35	\$ 85
	Anthony Adamson	- 1 Lecture		50
	Leonard Marsh	- 1 Lecture	\$50	
		travelling expenses (estimated)	25	75
	E. G. Faludi	- 1 Lecture		50
	L. M. Orton	- 1 Lecture	\$50	
		travelling expenses (estimated)	70	120
	Griffith Taylor	- 1 Lecture		50
	R. F. Legget	- 1 Lecture		50
	A. E. Berry	- 1 Lecture		50
	J. F. McLaren	- 1 Lecture		50
	A. E. K. Bunnell	- 1 Lecture		50
	W. H. Blucher	- 1 Lecture	\$50	
		travelling expenses (estimated)	75	125
	N. D. Wilson	- 1 Lecture		50
	C. A. Curtis	- 1 Lecture	\$50	
		travelling expenses (estimated)	15	65
	Benjamin Higgins	- 1 Lecture	\$50	
		travelling expenses (estimated)	30	80
	S. K. Jaffary	- 2 Lectures		100
	Clarence Stein	- 1 Lecture	\$50	
		travelling expenses (estimated)	70	120
	Carol Aronovici	- 1 Lecture	\$50	
		travelling expenses (estimated)	70	120
	E. R. Arthur	- 1 Lecture		50
	Elizabeth Wood	- 1 Lecture	\$50	
		travelling expenses (estimated)	75	125
	A. S. Mathers	- 1 Lecture		50
	H. B. D. Grubb	- 1 Lecture		50
	Donald Fleming	- 1 Lecture		50
	Tracy LeMay	- 1 Lecture		50

Additional
appropria-
tion and
transfers
in Women's
Buildings
accounts -
5 Willcocks
Street

The granting of the following additional appropriation and transfers in the Women's Buildings accounts - 5 Willcocks Street:-

Additional appropriation:

"New Furnishings" - \$17.88

Transfers:

From "Furnishings"

To "Whitney Hall (furnishings)" - \$43.00

From "Furnishings and Renewals"

To "5 Willcocks St. (new furnishings)" - \$450.64

Increase in
vote for
travelling
expenses re
proposed
Chemical
Engineering
building

An increase from \$700 to \$1,300 in the amount appropriated for travelling expenses of members of the staff to other Universities in connection with the proposed Chemical Engineering building and the building for Chemistry in Arts.

Further changes in appropriations were granted as follows:-

Department of University Extension and Publicity:

Transfer in
appropria-
tions of
University
Extension
Department

A transfer of \$1,666.66 to the appropriation for "Extra Clerical Assistance", this amount representing the balance of the salary of Mr. James Marshall, former Assistant Director in the Department, who resigned as of August 31, 1943.

Additional
appropriation Extension Course
in Radio

An additional appropriation of \$324.84 for the University Extension Course in Radio, which was conducted last year in co-operation with Research Enterprises Limited; this appropriation being granted in order to make the necessary bookkeeping adjustments owing to this amount having been credited last year to Fees.

Communications were presented and dealt with as follows:-

Memorandum
re desirability of
general
increase
in salaries of staff

From the senior administrative officers of the Faculties and Schools of the University regarding the desirability of a general increase in the salaries of the staff, and the Secretary was instructed to send a copy to each member of the Board for consideration at the next meeting.

Report of
the Senate
on Problems of
Demobilization

From the Registrar transmitting a report of the Special Committee of the Senate appointed to consider Problems of Demobilization, and requesting the Governors to approach the Federal Department of Pensions and National Health with a view to ensuring that such men as the University may require for instructional purposes will be given priority in discharge at the close of the war. This matter was referred to the President to confer with the Dominion Government authorities, who were expected to be in Toronto the following Tuesday, and report back to the Board.

Allowance
on tuition
fees for
Miss I. A.
Stewart re
Hugh Innis
Strang
Scholarship

Also from the Registrar submitting a recommendation of the Senate that Miss I. A. Stewart, holder of the Hugh Innis Strang Memorial Scholarship, who was granted Aegrotat standing in the Third Year, Honour Course in Modern History, and who was now enrolled in the Fourth Year, be granted the same allowance under this Scholarship on the tuition fee of the Fourth Year, viz: \$125., as she would have been granted if she had obtained first-class honours in the Third Year. This recommendation was concurred in by the Board.

From Principal Wallace transmitting the following resolution of the Council of University College, which was received by the Board:-

"Whereas the Council of University College has been informed of a proposal whereby a Committee should be set up in conformity with section 39 of the University Act to advise the Board of Governors on matters pertaining to University College,

Resolved that, if such a committee is to be constituted, the Council of University College desires to be associated with its work and therefore respectfully asks that the Teaching Staff of the College be represented thereon; that the Principal be requested to communicate this resolution to the President."

From Lieut.-Col. I. S. Brake for the Officer Commanding M.D. No.2, transmitting the formal agreement between the University and the Minister of National Defence in connection with Canadian Army Course No.2, and at the request of Professor E. F. Burton authority was given for the signing of this agreement on behalf of the Governors.

From the Comptroller of the Connaught Laboratories enclosing a letter from Lyophile-Cryochem Company, Inc., in which they offer to extend the royalty-free license granted in September last to include Penicillin, and approval was given for the acceptance of this offer and the signing of the necessary document in connection therewith.

From Surgeon Captain C. H. Best and Surgeon Commander D. Y. Solandt, transmitting cheques as a further refund of a portion of their salaries on account of their Naval appointments, and approval was given to the following disposition of these amounts:-

From Dr. Best:

For credit of Medical Research Banting Fund - \$2,000

From Dr. Solandt:

For credit of "Salaries Medicine," Department of		
Physiology - 2/3rds	-	\$1,420
School of Hygiene, Department of		
Physiological Hygiene 1/3rd	-	<u>710</u>
	-	<u>\$2,130</u>

with a subsequent transfer to the appropriation for "Supplies and Apparatus", Department of Physiology, of the \$1,420 mentioned above.

From Dr. Gibson forwarding the following letter from the University Solicitor explaining why the proposed sale of No. 63 St. George Street should first be approved by the Knox College Board:-

Proposed
sale of
63 St.
George
Street
(Cont'd)

"J. J. Gibson, Esq., LL.D.,
Chartered Trust & Executor Company,
34 King Street West,
Toronto, 1.

Dear Dr. Gibson:-

I find that the provisions relating to the Principal's residence at Knox College are found in Section 14 of the United Church of Canada Act (Ontario). These are as follows:
'(g) The estate, right, title and interest of Knox College in the lands and buildings described in Schedule 'D' hereto commonly known as the Principal's residence or the North House and the contents thereof owned by Knox College, shall on the 10th day of June, 1925, be vested in The United Church, which shall thereupon be debited and charged with the value of such property in any apportionment or allocation made by the Dominion Commission. (h) In case it is proposed at any time in the future to sell the said Principal's residence or the North House as described in the next preceding subsection, the church of the non-concurring congregations shall have the first right or option to purchase it at a price and on terms to be agreed upon, or in case of failure to agree at a price and on terms to be fixed and determined by the Ontario Railway and Municipal Board on an application made for that purpose and any order or decision of the Board fixing the price and terms shall be final and binding and without appeal, and shall not be open to question in any court.'

I trust the above is the information which you require.

Yours very truly,

December 20, 1943.

(Sgd) Hamilton Cassels."

Approval of
division of
remaining
assets in
John T. White
Estate

Also from Dr. Gibson stating that he had approved of the following division of the assets of the John T. White Estate:-

University of Toronto:

\$100 par value Royal Canadian Yacht Club 4%, due January 1, 1954
250 Participation Certificate in the Slough Creek Syndicate
100 shares Mineral Estates Limited

The Canadian Red Cross Society:

1 share Albany Club of Toronto
4,000 roubles Imperial Russian War Loan, dated 1916
823 shares Kenora Prospectors & Miners Limited

Letter of
apprecia-
tion from
Canadian
Legion
Education-
al Ser-
vices

From Colonel Bovey of the Canadian Legion Educational Services thanking the President for the continued co-operation of the University of Toronto in making University educational facilities available to Service personnel, and asking him to express to the Board their very high appreciation of the work of Dr. W. J. Dunlop.

Conditional
bequest to
University
under will
of Dr. R.E.
Towle

From the University Solicitor transmitting a request from Mr. D. L. McCarthy, K.C., that the University renounce its rights under the Will of the late Dr. Robert Elgin Towle, which contained a conditional bequest for some worthy boy or girl selected by the University of Toron-

Conditional
request to
University
under will
of Dr. R.E.
Tove
(Cont'd)

to providing his two daughters are forced to forfeit any portion of their share of the Estate by not complying with conditions laid down in the Will to acquire a reading, writing and conversational knowledge of French, German, Italian and Spanish. The Secretary was directed to ask the University Solicitor for his recommendation in the matter for consideration at the next meeting.

Suggested
change by
Council of
University
College in
terms of
award of
Lillian
Lucas
Scholar-
ship

From Principal Wallace of University College forwarding a recommendation of the College Council for a modification in the terms of award of the Lillian Lucas Scholarship in English Language and Literature, stating that it was very difficult to make an award when both scholarship and financial assistance were to be considered, and suggesting the following:-

"To a woman student of University College entering the Second Year of the Honour Course in English Language and Literature who has secured the highest standing at the annual examinations of the First Year"

While appreciating the difficulty mentioned by the Council, the Board felt that as this donation was given on the basis of both scholarship and financial assistance the intention of the donor should be carried out. Regarding the above suggested change in the terms of award the Secretary was instructed to request Principal Wallace to take this matter up with the President for settlement of the details.

Toronto
Stock
Exchange
Prize in
Corpora-
tion
Finance

The President reported the offer by the Toronto Stock Exchange of a prize of \$100 a year in Corporation Finance in the Department of Political Economy, on the understanding that it may be withdrawn at any future time upon one year's notice, the following to be the conditions of award as agreed to by the Exchange:-

Commerce and Finance, and Political Science and
Economics, Fourth Year

The Toronto Stock Exchange Prize in Corporation Finance, of the value of \$100., the gift of the Toronto Stock Exchange. The award is made to the student who obtains the highest standing in Corporation Finance on the basis of term essay and final examination.

This generous offer was gratefully accepted by the Board.

Additional
donations

Further donations were reported as follows

and were accepted with thanks and appreciation:-

National Research Council:

\$ 6,000.00	for	Project A.M.1, Bazett, Banting & Best Medical Research
5,000.00	"	Project Med.20, Dr. P. H. Greey, Pathology and Bacteriology
4,000.00	"	Project C.W.519, Dr. E. F. Burton, Physics
1,500.00	"	" E.E. 1-22, Prof. G. F. Wright, Chemistry
1,435.25	"	" A.M.4, Price - Cass-Beggs, Electrical Engineering
547.66	"	Project N.M.5, Dr. C. H. Best, Banting & Best Medical Research
500.00	"	Project F.E. 1934, Prof. F. E. Beamish, Chemistry
500.00	"	" A.M. 40, Dr. Duncan Graham, Medicine
450.00	"	" P.E. 8-2, Prof. V. G. Smith, Electrical Engineering
420.00	"	Project N.M.13, Dr. C. H. Best, Banting & Best Medical Research
131.02	"	Project N.M.12, Dr. C. H. Best, Banting & Best Medical Research

Miscellaneous:

\$20,195.55	from the Department of National Defence for Air for residence accommodation, etc. for personnel of Pre-Aircrew Educational Detachment from Nov. 1 to Dec. 5, 1943.
10,000.00	" an anonymous donor as a further donation towards the Chair of Research in Organic Chemistry
4,500.00	" an anonymous donor to complete the endowment of \$2,500 for each of the following scholarships:- Forestry Memorial Scholarship - \$2,000 Forestry Scholarship No. 2 - 2,500 \$4,500
2,315.89	" the National Trust Company representing the balance at credit of the Revenue Account in the Massey Treble Bequest for the Department of Household Science
2,000.00	" Mr. Roland O. Daly, K.C., to be credited as follows:- Additional donation towards the Roland O. Daly Prize in Honour French - U.C. \$ 750 Donation for equipping, furnishing or endowing a special room in the new U.C. Men's Residence 1,250 \$2,000
1,986.20	" the Toronto General Trusts Corporation as a further distribution on account of the "B-2" portion of the Colonel R. W. Leonard Estate
750.00	" Dr. W. E. Gallie as a donation towards the establishment of the "Barrie Collegiate Institute Scholarship in Medicine" for a student of that Collegiate entering the First Year of the Faculty of Medicine
600.00	(U.S. funds) from the British War Relief Society (formerly the Maple Leaf Fund, Inc., New York) representing donations of \$300 each from the Misses A.F. and C.R. Wing of New York for the Sea-down Nursery School, Carleton Place, Ont.
550.00	(U.S. funds) from the Geological Society of America representing the November and December instalments of their grant to Dr. N. B. Keevil for research in Geophysics.

Donations
(Cont'd)

Miscellaneous donations (Cont'd):

\$ 500.00	from the U.C. Alumni Association to cover three Matriculation Scholarships and the Maurice Hutton Scholarship, each of the value of \$125.00
500.00	" the Shawinigan Chemicals Ltd., Shawinigan Falls, Que., in appreciation of work done by Dr. E. F. Burton, Physics, and to be credited to the McLennan Laboratory Research Fund
500.00	" the Hon. R. P. Vivian, Ontario Minister of Health, as a grant towards the Course in Town Planning
300.00	" "Oral Health" magazine in payment of the Wallace Seccombe General Proficiency Prize, \$150., and the First and Second Oral Health Theses Prizes of \$100 and \$50, respectively, in the Faculty of Dentistry
200.00	" the Medical Alumni Association in payment of their scholarship in Medicine for the award of 1943-44
200.00	" the Royal College of Dental Surgeons for credit of the Harry R. Abbott Memorial Library Fund in Dentistry
200.00	" Jenkins Bros. Limited, to cover their scholarship in Engineering for 1944-45
110.00	" the U.C. Alumnae Association for their prizes as follows:-
	Modern History, \$100; English Prize, \$10.00
100.00	" Dr. H. J. Cody representing further donations towards the following scholarships in University College:-
	H. J. Cody Scholarship, \$50; Florence Cody Scholarship, \$50.00
100.00	" the Young Men's Hebrew Association to cover the 1943-44 award of the Bernard Vise Memorial Scholarship in the School of Social Work
75.00	" the Amelia Sims Chapter, I.O.D.E., for a bursary for post graduate work in the School of Nursing
50.00	" Mr. W. Kaspar Fraser, K.C., as a further donation towards the Masten Legal Essay Prize in Law

Further
gift from
Dr. H. W.
deRenzy for
Harold K.
Box Medal,
Dentistry

In addition to the above the President reported the receipt of \$500 in Fifth Victory Loan 3% Bonds from Dr. H. W. deRenzy of Calgary as a further donation from him to "The Harold K. Box Medal - Dentistry - Periodontology", which was greatly appreciated.

Reappoint-
ment of
Hon. Dr.
Coy and
Hon. Dr.
McCarthy as
Trustees
of Toronto
General
Hospital

Upon motion of Mr. Bryce,

Seconded by Hon. Dr. Bruce,

The Hon. H. J. Cody, C.M.G., LL.D., and the Hon. Leighton McCarthy, K.C., LL.D., were re-appointed as Trustees of the Toronto General Hospital for the statutory period of three years from January 31st, 1944.

Appoint-
ment of
Hon. Dr.
Bruce as
a trustee
of Banting
Research
Foundation

The Hon. Dr. Herbert A. Bruce was appointed a Trustee of the Banting Research Foundation to replace Dr. H. B. Anderson for the balance of the term for which the latter was appointed, viz: to July 28th, 1946; Dr. Anderson being unable to continue due to ill health.

Approval
for purchase of
Bothwell
Medal for
Silviculture previously
awarded
to Dean
Cosens

The Bursar brought up the question of the award in 1921-22 to Dean G. G. Cosens, of the Faculty of Forestry, of the George E. Bothwell Medal for Silviculture, but which, due to peculiar circumstances, the Dean never received. Upon the Bursar's recommendation the sum of approximately \$25.00 was voted for the purchase of the Medal for presentation to Dean Cosens, plus the cost of engraving.

Expiration
of agreement with
Federated
Colleges
for payment of
a portion
of additional fee

The Bursar also reported that the agreement arranged by the late Dr. McArthur, Minister of Education, providing for payment to the University of a portion of the additional fee of \$25.00 collected from students registered in one or other of the Federated Colleges, expired at June 30th, 1943, and this matter was referred to the President for a report.

Authority
for an
increase
in salary
for Mr. J.
R. Gilley,
Acting
Warden of
Hart House

Upon motion of Mr. Bryce,

Seconded by the Hon. Dr. Bruce,

It was Resolved -

That the salary of Mr. J. R. Gilley, Acting Warden of Hart House, be increased from \$4,800 to \$6,000 per annum, effective January 1st, 1944.

Current
Expenditure

The Bursar presented the bank statement for the month of December and the financial statement for the month of November, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of January and the first part of the month of February. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Leaves of
absence
for war
service

The Bursar also presented the following list, covering the period from October 1st to December 31st, 1943, of members of the staff who had been granted leave of absence for the duration of the war:-

Leaves of
absence
for war
service
(Ont'd)

<u>Name</u>	<u>Title</u>	<u>Depart- ment</u>	<u>Date of Leave</u>	<u>Rank</u>
<u>ARTS:</u>				
Longworth, G. F.	Lecturer	Astronomy	Nov.,1943	Electrical Artificer, R.C.N.V.R.
<u>MEDICINE:</u>				
Laird, R. C.	Jr. Dem'r	Surgery	July,1943	Squadron Leader R.C.A.F.
Thomson, S. A.	"	"	July,1943	"
McLeod, Angus	"	Oto Laryn- gology	Nov.,1943	
<u>ONTARIO COLLEGE OF EDUCATION:</u>				
Taylor, B. C.	Instructor	University Schools	Sept.1943	R.C.A.
<u>ROYAL ONTARIO MUSEUM:</u>				
Maw, Miss B.	Draughtsman	Archaeology	Dec.,1943	Occupational Therapist, Can.Red Cross
<u>ATHLETICS AND PHYSICAL TRAINING - MEN and SCHOOL OF PHYSICAL AND HEALTH EDUCATION:</u>				
Stevens, Warren	Director and Associate Professor		Nov.,1943	Ft.-Lieut., R.C.A.F.

NOTE: Total number now on leave of absence, including Women's Divisions, 232; Women, 20, Men, 212.

Report of
Standing
Committee
respecting
observance
of anniver-
sary of Sir
Frederick
Banting's
death

The following report of the Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death was approved:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Monday, December 13th, 1943, at 4 p.m., at which the following were present:-

<u>Board</u>	<u>Faculty</u>
The President (in the Chair)	Dr. C. H. Best
The Chancellor	Dr. D. E. Robertson
Hon. Dr. Bruce	Dr. V. E. Henderson
Mr. Morrow	Dr. R. W. I. Urquhart

The Bursar was present as Secretary.

Suggested
speakers
for Third
Banting
Lecture

1. In discussing the arrangements for the third Banting Lecture, which it was decided to hold on Monday, February 21, 1944, your Committee considered the matter of the speaker for this occasion, and Upon motion of Hon. Dr. Bruce,
Seconded by Mr. Morrow,
Your Committee recommends the following names in the order mentioned, the completion of the arrangements to be left with the President:-
 1. Dr. John R. Williams, Hyland Hospital, Rochester, N.Y.
 2. Dr. George R. Minot, Harvard Medical School, Harvard University, Cambridge, Mass.

Request
from Jas.
Crankshaw
Ltd., New-
castle,
S. Africa,
for photo-
graphs of
Dr. Banting
and Dr. Best
for use in
a proposed
statue

Naming of
a U.S.
Liberty
Ship for
Dr. Banting

Material
prepared by
Dr. G. W.
Ross

Committee
to consider
erection
of monument
to Dr. Bant-
ing

Dr. Urquhart
added to
Committee

2. Your Committee has considered a communication from Mr. James Crankshaw of James Crankshaw (Pty.) Ltd., Newcastle, South Africa, a firm of Monumentalists, which had been forwarded to President Cody by Mayor Conboy of Toronto. Mr. Crankshaw stated that his firm had been requested to have carved, full size if possible, a statue or a bust (former preferred), of the late Sir Frederick, and also of Dr. C. H. Best, commemorating their discovery of Insulin, and asking for suitable photographs for this purpose showing as much of the profiles as possible, and any available literature in connection with their achievements. Your Committee recommends that this matter be referred to Dr. R. W. I. Urquhart, Custodian of the Banting Records.

3. A request has also been made for a photograph of Sir Frederick, together with a résumé of his career, in connection with the signal honour to be paid his memory and achievements in the naming for him of a United States Liberty ship by the U.S. Maritime Commission, the christening of which is to be performed by Lady Banting at Baltimore, Maryland, on December 20, when the President has been requested to speak and at which the following are expected to attend: Dr. Best, Mr. Morrow and Dr. Urquhart. Your Committee recommends that Dr. Urquhart be requested to obtain this material for the ship.

4. Regarding the material prepared by Dr. G. W. Ross in connection with Sir Frederick, your Committee recommends that the President and Dr. Urquhart consult Dr. Ross as to this material.

5. In its report of December 4th, 1942, your Committee recommended that efforts be made to raise funds for the endowment of the Banting Lectureship and some tangible memorial to Sir Frederick, but as nothing has been done in this connection your Committee now recommends,

Upon motion of Dr. Robertson,

Seconded by Hon. Dr. Bruce,

That a Special Committee be appointed to consider the question of the erection of a monument to Dr. Banting, its site, cost and design, and the raising of funds to provide for the same; and that Mr. Morrow be asked to act as Chairman of this Committee and to name the members of it.

6. It is further recommended that Dr. R. W. I. Urquhart be added to the personnel of the Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death.

All of which is respectfully submitted.

December 13th, 1943.

(Sgd) H. J. Cody,
Chairman of Committee."

Appointment
of Special
Committee
re Banting
Memorial

In connection with the Special Committee referred to in paragraph 5 of the foregoing report, the Committee was constituted as follows at Mr. Morrow's request:-

Mr. Morrow (Chairman)
The President
Hon. Dr. Bruce
Dr. Neilly

Dr. W. E. Gallie
Dr. D. E. Robertson
Dr. R. W. I. Urquhart

Insulin
Committee
Reports

Reports Nos. 31 and 32 of the Insulin Committee, covering the years ending 31 July, 1942, and 31 July, 1943, respectively, were approved as follows:-

Insulin
Committee
Report
No. 31
for year
ending
31 July,
1942

Report No. 31

17 December, 1943.

WHEREAS the surplus in the funds of your Insulin Committee as at 31st July, 1942, amounted, in all, to \$268,825.81 (as shown in the attached Balance Sheet) -

AND WHEREAS, from the sum of \$268,925.81 the sum of \$138,212.41 was subsequently transferred to the accounts of the Bursar, University of Toronto (in accordance with Report No. 29 of the Insulin Committee to the Board of Governors, University of Toronto, and as shown on the Balance Sheet of the Insulin Committee, University of Toronto, as at 31st July, 1943) leaving a surplus of \$130,613.40 -

AND WHEREAS this surplus requires to be dealt with pursuant to agreements between the Governors and James Bertram Collip, Charles Herbert Best and the late Frederick Grant Banting -

AND WHEREAS, with the assent of the Governors on the one hand and Messrs. Collip, Best and Banting on the other, it has become an established practice that, in the division of such a surplus, the sum of \$10,000 is withheld to remain as an Operating Balance in the funds of the Committee -

Your Insulin Committee has now to request that the sum of \$120,613.40 (i.e., the above-mentioned surplus of \$130,613.40 less \$10,000.) be dealt with as follows, to wit:-

1. That a one-half portion of this \$120,613.40, i.e., \$60,306.71, be allocated to the Insulin Committee Trust Fund which is held by the Bursar; and that interest allowed on this fund, so augmented, be at such rate as may be determined by the Board of Governors.

2. That one-third of the second half portion of \$120,613.40, i.e., \$20,102.23, be held by the Bursar subject to withdrawal upon requisitions from time to time by the Director of the Banting and Best Department of Medical Research for the purposes of medical research being carried out in the University of Toronto by the said Director personally or under his direction.

3. That the sum of \$20,102.23 be held by the Bursar subject to withdrawal upon requisitions from time to time by Dr. C. H. Best for the purposes of medical research being carried out in the University of Toronto by him personally or under his direction.

4. That the sum of \$20,102.23 be paid, for the purposes of medical research, to McGill University, to which Dr. J. B. Collip was attached, and in which he was actively employed in research work, for the duration of the twelve months between 1st August, 1941, and 31st July, 1942.

5. That if for any reason the whole or any part of the same set aside for the Director of the Banting and Best Department of Medical Research and for Dr. Best be not called upon as provided hereinabove, the disposal of the balance or balances be dealt with by the Board of Governors.

All of which is respectfully submitted.

(Sgd) A. M. Fisher
Acting Executive Secretary

(Sgd) F. K. Morrow,
Chairman."

- - - - -

Insulin
Committee
Report
No. 32
for year
ending
31 July,
1943

Report No. 32

17 December, 1943.

WHEREAS the surplus in the funds of your Insulin Committee as at 31st July, 1943, amounted, in all, to \$230,662.50 (as shown in the attached Balance Sheet) -

AND WHEREAS, from the sum of \$230,662.50 the sum of \$120,613.40 is to be transferred to the accounts of the Board of Governors, University of Toronto (in accordance with Report No. 31 of the Insulin Committee to the Board of Governors, University of Toronto) leaving a surplus of \$110,049.10 -

Insulin
Committee
Report
No. 32
(Cont'd)

AND WHEREAS this surplus requires to be dealt with pursuant to agreements between the Governors and James Bertram Collip, Charles Herbert Best and the late Frederick Grant Banting -

AND WHEREAS, with the assent of the Governors on the one hand and Messrs. Collip, Best and Banting on the other, it has become an established practice that, in the division of such a surplus, the sum of \$10,000 is withheld to remain as an Operating Balance in the funds of the Committee -

Your Insulin Committee has now to request that the sum of \$100,049.10 (i.e., the above-mentioned surplus of \$110,049.10 less \$10,000) be dealt with as follows, to wit:-

1. That a one-half portion of this \$100,049.10, i.e., \$50,024.55, be allocated to the Insulin Committee Trust Fund which is held by the Bursar; and that interest allowed on this fund, so augmented, be at such rate as may be determined by the Board of Governors.

2. That one-third of the second half portion of \$100,049.10 i.e., \$16,674.85, be held by the Bursar subject to withdrawal upon requisitions from time to time by the Director of the Banting and Best Department of Medical Research for the purposes of medical research being carried out in the University of Toronto by the said Director personally or under his direction.

3. That the sum of \$16,674.85 be held by the Bursar subject to withdrawal upon requisitions from time to time by Dr. C. H. Best for the purposes of medical research being carried out in the University of Toronto by him personally or under his direction.

4. That the sum of \$16,674.85 be paid, for the purposes of medical research, to McGill University, to which Dr. J. B. Collip was attached, and in which he was actively employed in research work, for the duration of the twelve months between 1st August, 1942, and 31st July, 1943.

5. That if for any reason the whole or any part of the sums set aside for the Director of the Banting and Best Department of Medical Research and for Dr. Best be not called upon as provided hereinabove, the disposal of the balance or balances be dealt with by the Board of Governors.

All of which is respectfully submitted.

(Sgd) A. M. Fisher
Acting Executive Secretary

(Sgd) F. K. Morrow
Chairman.

Urgent
need of
additional
accommodation
for the
Bursar's
Office

The following letter from the Bursar to the Chairman of the Board, regarding the need for additional accommodation in the Bursar's Office, was read:-

"Dr. D. Bruce Macdonald,
Chairman, Board of Governors,
University of Toronto.

Dear Mr. Chairman:-

RE: Bursar's Office Accommodation -
New Administration Building

In view of the consideration now being given to the question of urgently needed University buildings, I would like to draw to your attention the fact that the accommodation for the Bursar's Office has developed into a very serious situation.

As you are aware considerable expense was entailed in alterations to the basement in order to provide additional washroom space for the women in the office; but another problem with which we are faced is the lack of accommodation for the University Au-

Need of
additional
accommodation
in the
Bursar's
Office
(Cat'd)

itors in their regular inspection of the books, which necessitates their carrying ledgers, books, etc., through the halls to other quarters, temporarily provided, with the consequent danger of the loss of valuable records which it would be impossible to replace.

When this office moved from the University College building to Simcoe Hall in 1924 the number on the staff was 12. At the present time the number is 38. This means that the staff has more than tripled in that time and yet no additional space has been provided to accommodate the larger number of people. This situation, together with the mechanical equipment which has been installed, causes a serious congestion and interferes considerably with the efficient operations of the office.

Furthermore, I think you will agree with me that the facilities for the collection of fees are entirely inadequate, and I know of no other institution handling a similar amount of money where business is carried on under such handicaps. Over one small counter fees and accounts are collected, wages paid, and members of the staff transact departmental business.

I would request therefore that the Board of Governors give this matter their earnest consideration.

Yours faithfully,

(Sgd) C.E. Higginbottom,
Bursar."

January 13th, 1944.

This matter was referred to the Property Committee for immediate attention with the request that the Superintendent prepare plans which will provide additional accommodation satisfactory to the Bursar.

Additional
accommodation
for the
Library

Regarding the question of additional accommodation for the University Library, this matter was referred to the President for consideration and report.

Superintendent
requested
to make a
survey of
buildings
and need
of additional
accommodation

The need for additional accommodation in the various University buildings, together with the necessity for new buildings, was discussed, and upon motion of Mr. Morrow it was ordered that the Superintendent be requested to make a general survey of the whole situation and report to the Board.

Report of
the Bursar
re closing
of books
at June 30.

Upon motion of Mr. McCullagh the following report of the Bursar in connection with the closing of the books at 30th June was approved:-

Report of
the Bursar
re closing
of books
at June 30
(Cont'd)

"To the Board of Governors,
University of Toronto.

Gentlemen:-

As a result of representations made by me, in view of the difficulties encountered in an effort to close the books at 30th June, the end of the University's financial year, the Board of Governors at their meeting held on April 11, 1940, passed the following resolution -

'That no requisitions or accounts against departmental appropriations be honoured by the Bursar after May 15th, and that all departments be notified accordingly on the 14th day of May; any exceptional cases in connection with this regulation to be referred to a Committee consisting of-

The Chairman of the Board
The President
The Bursar'

This procedure has been given a fair trial and the results have not been satisfactory. This is confirmed by the following figures in connection with the accounts received in the Bursar's Office during the month of June, 1943 -

1.	Departmental	446) Received
2.	Research	<u>61</u>	507) June 30,
) 1943
1.	Departmental	2,780) Received
2.	Research	<u>262</u>	3,042) during
) whole month
) of June, 1943

This situation delays for months the closing of the books for the year ending 30th June, and requires an unreasonable amount of night work by the members of the staff of the Bursar's Office, particularly during the Summer months. This condition has been accentuated since the war by the preparation of quarterly statements and vouchers in connection with grants from the National Research Council, etc., which for the year ended June 30th, 1943, numbered 61 and involved a total expenditure of over \$900,000.00.

In this connection the following recommendations are presented for the approval of the Board:-

1. All requisitions chargeable against University appropriations to expire on 1 June of the current year.
2. All accounts chargeable against University appropriations, for payment in current year, must be in the hands of the Bursar by 15th June.
3. Committee consisting of the Chairman of the Board, the President and the Bursar, to consider special cases.

Note: The above regulations would not apply to Research.

Respectfully submitted,

January 13th, 1944.

(Sgd) C. E. Higginbottom,
Bursar."

The Secretary was instructed to notify the various departments of the above regulation.

In view of the difficulties which have arisen in connection with the payment of scholarship awards, and the possibility of awards being made before sufficient income has been received, the Bursar prepared the following memorandum which was read to the Board:-

"When awards are paid from the income of a scholarship endowment, there should be a full year's income received before such an award is made. In the Statutes of Senate the phrase frequently used regarding the time of award seems somewhat vague - e.g. -

That the first award of the said scholarship be made in the Session 1943-44.

Confusion has arisen from the use of the term 'award'. It might be construed to mean 'offered for award in the Calendar for the work done by the student in the Session 1943-44 and paid in 1944-45', or 'paid in the Session 1943-44 for work done in 1942-43'.

This point is illustrated in the following cases:-

1. H. A. McTaggart Scholarship - in this case, no time of award was mentioned, and there was only $\frac{1}{2}$ year's income.
2. Caroline Macdonald Bursary - offered for the first time in 1943, and not sufficient income.
3. Annie L. Laird Scholarship - offered for first time in 1943, and not a full year's income for payment in 1943-44.

In the case of scholarships in courses that have been accelerated, there is also confusion. For example, the Dr. Roy Simpson Scholarship is to be 'offered for award for the first time at the end of the Session 1943-44'; does this mean the accelerated Medical course Session or the University year?

The Hagarty Scholarship is also confusing - to be offered for the first time 'at the beginning of the Session immediately following the receipt of the endowment fund by the University'.

It is therefore recommended that the Board draw to the attention of the Senate the desirability of providing that a clause be inserted in Statutes of Senate relating to Scholarships stating that a full year's income must be received before an award is paid.

January 13th, 1944.

(Sgd) C. E. Higginbottom,
Bursar.

NOTE: The following would serve as an example of a scholarship established in 1943-44:-

'That the said scholarship be offered for award for the first time in the Calendar for 1944-45, providing there has been a full year's income received by that time, payment to be made in 1945-46.'

Upon motion of Mr. LaBine the Bursar was instructed to transmit the above recommendation to the Registrar for the consideration of the Senate, and also to discuss the matter with the Registrar. The President stated that he would like to be present when the discussion took place.

Request
from the
National
Research
Council
for ser-
vices of
some of
the staff
in the
Department
of Physics

Special
Convoca-
tion to
honour
the Crown
Prince of
Norway

Congratu-
lations
to Sir
William
Mulock on
his 100th
birthday

Receipt of
cheque
from the
Government
for balance
of accumu-
lated
shortage

Mr. Bryce informed the Board that the National Research Council had requested Professor E. F. Burton to assist them in some geophysics work by lending the services of some of his staff and the use of some apparatus, and the Board approved of the carrying out of this work pending further information at the next meeting.

The President informed the Board of the Special Convocation to be held on Tuesday, January 18th, at 3:30 p.m. at which the degree of Doctor of Laws (honoris causa) would be conferred upon His Royal Highness the Crown Prince of Norway, and requested that as many members of the Board as possible be present.

In view of the approaching one hundredth birthday on January 19th, 1944, of the Chancellor, Sir William Mulock, the Chairman congratulated him and extended the best wishes of the Board.


Before the close of the meeting Mr. McCullagh handed the Chairman a cheque which he had obtained from Premier George A. Drew for \$416,940.54, representing the balance of the accumulated shortage of \$616,940.54 in the University's books as at June 30, 1941, and which the Provincial Government had undertaken to pay. The Chairman extended the most sincere thanks and appreciation of the Board to Mr. McCullagh for his efforts in obtaining the cheque.

*Indexed
m.B.*

The meeting adjourned at 6:10 p.m.

Minutes confirmed.

Jan. 27th 1944



Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 27th, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The President
Mr. Bryce
Mr. LaBine

Mr. Morrow
Dr. Neilly
Chief Justice Rose
Chief Justice Robertson
Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Duncan
Mr. Rogers
Hon. Dr. Bruce

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

The memorandum signed by Dean Beatty and Dean Young for the senior officers of the Faculties and Schools of the University, respecting the desirability of a general increase in the salaries of the staff, was received. The Board was very sympathetic to the proposals and will give careful consideration to the same.

The Secretary read a letter from the University Solicitor, stating that in his opinion it would be advisable for the University to release its rights under the Will of the late Dr. Robert Elgin Towle, which provided that in the case of his two daughters failing to acquire a reading, writing and conversational knowledge of certain languages, they would forfeit \$1,000 for each language in which they did not ac-

Memoran-
da re
suggested
increase in
salaries of
staff re-
ceived

Decision
re Dr. R.
E. Towle
Bequest
deferred

Dr. R. E.
Towle Be-
quest
(Cont'd)

quire such knowledge, which would go to some boy or girl selected by the University. Chief Justice Robertson suggested that the Bursar request the University Solicitor to consult with him before the Board gave a decision in the matter.

Executive
Committee
Report

Owing to the fact that there was a meeting of the University of Toronto Expansion Fund Committee at 3:30 p.m., prior to the Board meeting, the Executive Committee did not meet but the Committee's usual report was signed by the President, the Chairman of the Board, and the Chairman of the Finance Committee, and approved by the Board as follows:-

"To the Board of Governors,
University of Toronto.

January 27th, 1944.

Appoint-
ments

A - Appointments - 1943-44:

We have approved the following appointments and resignations:-

Faculty of Arts:

Miss R. M. Mulligan	- Secretarial Assistant in Political Economy, Jan. 1 to May 31	- \$ 407
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Certain minor appointments in the Department of Zoology

Faculty of Medicine:

D. M. Macdougall	- Fellow in Pathology and Bacteriology, Feb. 1 to June 30	\$850 per an.
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Miss L. Pollard	- Assistant in Therapeutics, Jan. 1 to June 30	300 " "
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School of Nursing:

T. Owen	- Lecturer in Medicine	\$ 115
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C. E. Phillips	- Lecturer on Modern Educational Thought	200
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N. F. Walker	- Lecturer in Biology	300
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School of Hygiene:

Nutrition:

Miss F. Mooney	- Technician, Jan. 15 to Mar. 31	\$100 per mo.
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Miss F. Tanton	- Research Fellow, Jan. 15 to June 30	\$100 " "
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Miss D. M. Allan	- Research Fellow in Physiological Hygiene, Jan. 15 to June 30	\$960 per an.
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Resigna-
tions

Resignations

Pathology and Bacteriology:

Miss J. M. Thomas	- Autopsy Recorder	Jan. 20, 1944
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Mrs. H. Gray	- Technician	Jan. 31, 1944
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School of Hygiene:

Miss A. T. Owens	- Research Fellow in Nutrition	Dec. 31, 1943
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University
Extension

C - University Extension:

(1) We recommend a supplementary vote of \$2,000 to be added to the appropriation for office expenses.

(2) We recommend one appointment in the Course in Physiotherapy and that one resignation in the same course be accepted.

D - Statutes of Senate

- (1) Statute Number 618 respecting the Harold Keith Box Medals in Periodontology.
 (2) Statute Number 1619 respecting the Pro Liberis Prize in Dentistry.
 (3) Statute Number 1620 respecting the Medical Alumni Association Scholarship.

(Sgd) D. Bruce Macdonald,
 Chairman of the Board.

(Sgd) H. J. Cody,
 President.

(Sgd) Geo. H. Ross,
 Chairman of the Finance Committee."

The appointments referred to in the foregoing report are as follows:-

Zoology:

Assistants:

Dr. Helen Robinson	\$125	Miss Mary McDowell	\$100
Dr. J. Oughton	90	Miss C. Sullivan	75
P. Parizeau	75	K. Graham	75
Mrs. Virginia Black	60	Dr. V. E. Engelbert	50
Miss Gweneth Carson	35	Miss Shirley Kennedy	35
Yves Jean	35	L. P. Chiasson	25

University Extension:

Course in Physiotherapy:

Miss Dorothy Mulkern	- Instructor in Electrotherapy and Remedial Gymnastics, from 1 Jan., to 30 June, 1944	\$1,800 per an.
Miss Robin Wearne	- Resignation of her position as Instructor in Physiotherapy, effective Dec.31, 1943.	

Upon motion of Mr. Ross the Board approved of the President's recommendation that an additional sum of \$120 be voted for payment to Professor S. K. Jaffary for a series of lectures on Social Medicine given to the Sixth Year medical students.

Upon motion of Mr. Bryce the Board also approved of the following recommendations of the President:-

That the Department of Physics be permitted to loan to the National Research Council some of the members of its staff, together with some geophysical apparatus, for certain research work to be undertaken by the Council, which is of the highest importance from the standpoint of our national war effort and carries the highest priority rating in the United Kingdom, the United States and Canada.

That the sum of \$210.60 be allocated from the Wallberg Bequest to provide for the printing of the second edition of the "Counsellor Guide", a booklet for distribution by the Educational Committee of the

of the
"Counsellor
Guide"

University Engineering Alumni Association, the cost of the first edition having also been provided from the Wallberg Bequest; this amount being made up of the cost of the printing, \$195.00, plus sales tax of \$15.60 = \$210.60.

Other recommendations by the President were approved as follows:-

Adjust-
ments in
salaries
in Faculty
of Dentis-
try

That adjustments in the salaries of three members of the staff of the Faculty of Dentistry be made as follows for the balance of the Session 1943-44:-

1. The transfer of \$120 from the salary appropriation for Dr. E. W. Paul, to be added to that for Dr. J. H. Johnson, as Dr. Paul has requested to be relieved of certain lectures which are to be given by Dr. Johnson.

2. An addition of \$360 to the salary of Dr. G. H. Coram to cover extra services he is rendering to the Infirmary.

Resignation
of Group
Capt. G.E.
Hall

That the resignation of Group Captain G. E. Hall from his position as Professor of Medical Research in the Banting and Best Department of Medical Research be accepted as of January 31st, 1944, to enable him to accept the dual position of Professor of Medical Research and Dean of the Faculty of Medicine at the University of Western Ontario; and that the contributions which the University has been making on his behalf to the Teachers' Insurance and Annuity Association during his war leave cease with the payment for the month of January, 1944.

Additional
vote of
\$200 for
Department
of House-
hold Science

That an additional sum of \$200 be voted for the appropriation for "Equipment and Incidentals" in the Department of Household Science for the balance of the current Session 1943-44.

Re-nomina-
tion of Dean
Young to
Can'n Eng'g
Standards
Association

That Dean C. R. Young be re-nominated as the representative of the University on the Main Committee of the Canadian Engineering Standards Association for three years from 31st March, 1944.

Communications were presented and dealt with as follows:-

Letter of
thanks from
Sir William
Mullock for
10 roses

From the Chancellor, Sir William Mullock, thanking the Board for their kindness in sending him one hundred roses on the occasion of his recent birthday.

Expression
of appreci-
ation from
Director of
Chemical
Warfare in
connection
with the
services of
Prof. Burt-
Gerrans and
C.W. MacKinnon

From Professor F. B. Kenrick transmitting a letter from Mr. McIntosh expressing the appreciation of the Director of Chemical Warfare, Department of National Defence, in connection with the excellent work which Professor J. T. Burt-Gerrans and Mr. C. W. MacKinnon, both of the Department of Chemistry, had done at McGill University in demonstrating the working of their new apparatus for making certain material.

Application
for bursary
to L. F.
Clayton
declined

From Dr. E. S. Ryerson applying for a bursary of \$103 for Mr. L. F. Clayton, a Third Year student in the School of Physical and Health Education, as the money with which he had intended to pay his fees had been stolen from his locker in Hart House. While regretting the unfortunate circumstances the Board declined to approve of Dr. Ryerson's request.

No. 107 St.
George St.
referred to
Property
Committee

From Gibson Bros. offering for sale the property at No. 107 St. George Street for \$11,500., and this matter was referred to the Property Committee for consideration.

Letter of
thanks from
Mr. Gilley

From Mr. J. R. Gilley, Acting Warden of Hart House, thanking the Board for authorizing an increase in his salary.

Letter of
appreciation
from Dr. E.
A. Graham re
award of
Charles
Mickle
Fellowship

From Dr. Evarts A. Graham, School of Medicine, Washington University, St. Louis, stating that he felt tremendously honoured at being the recipient of the Charles Mickle Fellowship from the University of Toronto this year, and that he would take great pride in having his name included in the list of previous recipients of the award.

The following donations were reported by the President and were accepted with thanks and appreciation:-

Prize don-
ated by
Mr. A. L.
Fleming

From Mr. A. L. Fleming, K.C., President of the University of Toronto Alumni Federation, expressing his desire to present a Prize in University College during the year 1944-45, to be awarded to the student

Fleming
Prize
(Cont'd)

in the First Year at the College who stands first in the annual examinations of the Honour Law Department. The settlement of the academic details was referred to the Council of University College.

Posluns
Bros.
Scholar-
ship in
Medicine

From Posluns Bros., Investment Brokers, transmitting a cheque for \$100 to cover the first award of a perpetual scholarship to be donated by them for general proficiency in the First or Second Year of the Faculty of Medicine. The conditions of award were referred to the Senate and to the Council of the Faculty of Medicine for settlement.

Other
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$ 2,355.70 for Project P.E.5, Prof. H. Grayson Smith, Physics
800.00 " " M.P. 26, Dr. N. B. Taylor, Physiology
500.00 " " M.P. 14, Dr. R. E. Haist, Physiology
250.00 " " M.P. 23-3, Dr. A. W. Ham, Anatomy

Rockefeller Foundation:

\$ 5,662.44 as further payments in connection with their grants for the following:-

School of Hygiene for research in Nutrition (Vitamins)	- \$1,117.88
Psychiatric Research	- 4,544.56
	<u>\$5,662.44</u>

1,715.91 to cover instalments of grants as follows:

School of Hygiene, Nutrition Study	- \$ 750.00
Field Training Facilities	- 965.91
	<u>\$1,715.91</u>

Miscellaneous:

\$15,730.00 from Department of National Defence for Air covering residence accommodation, etc., for personnel of No. 23 Pre-Aircrew Educational Detachment from Dec. 6, 1943, to Jan. 2, 1944.

4,538.00 (U.S. funds) from the National Foundation for Infantile Paralysis as an additional donation for research in the Department of Physiological Hygiene, School of Hygiene, under Professor D. Y. Solandt.

600.00 from Dr. Bruno Mendel for credit of the Bruno Mendel Fund in Banting and Best Medical Research.

500.00 from Mr. Sydney Hermant for loans to students in University College, repayable without interest.

500.00 (U.S. funds) from the Geological Society of America for credit of their grant to Dr. N. B. Keevil for work in geophysics.

388.35 from the National Research Council, Washington, D.C., for expenses in connection with work done by Dr. H. C. Elliott, Anatomy.

300.00 from Mr. Percy Hermant for a second scholarship in his name in University College.

250.00 from Mr. Harold G. Fox, K.C., St. Catharines, for two Prizes in the School of Law for a further period of five years.

150.00 from the Dental Students' Parliament for the award of their scholarships for 1943-44.

100.00 from the Toronto Stock Exchange to cover the award for 1943-44 of their Prize in Corporation Finance.

Larger bank
balance
attributable
to
"Prepayment-
of Fees"
System

In presenting the financial statement for month of December the Bursar explained that the large bank balance was in a great measure attributable to the "Prepayment-of-Fees System" which had been inaugurated last year, whereby a much larger proportion of the year's fees are received and on deposit at an earlier date, resulting in a larger amount of cash on hand instead of carrying overdrafts for a prolonged period. The Bursar was commended upon the success of the Prepayment-of-Fees System, together with his staff and those associated with him.

Appointment
of Committee
re Department
of
Scientific
Research

At the request of the President the following Committee was appointed to consider the establishment of a Department of Scientific Research:-

Board Members

The President (Convener)
Mr. R. A. Bryce
Mr. J. S. Duncan
Hon. Dr. G. H. Ferguson
Mr. G. A. LaBine
Mr. G. H. Ross

Faculty Members

Dean S. Beatty
Professor E. F. Burton
Professor H. J. C. Ireton
Dean C. R. Young

Appointment
of Committee
to confer
with Victoria
College re
ground rents

Dr. Gibson again brought up the question of the ground rent charged Victoria College, and at his suggestion the following Committee was appointed to confer with representatives of Victoria:-

Dr. J. J. Gibson (Convener)
The Chairman of the Board
The President
Hon. Dr. G. H. Ferguson
Chief Justice Robertson

Report of
Banting
Memorial
Committee

Upon motion of Mr. Bryce the following report of the Banting Memorial Committee was approved:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Monday, January 17th, 1944, at 4 p.m., at which the following were present:-

Mr. Morrow (Chairman)
The President

Dr. R. W. I. Urquhart
Dr. W. S. Allward

The Bursar was present as Secretary.

Mr. Morrow explained that Dr. Allward, in his capacity as sculptor, had been invited to attend the meeting as he had already consulted him about the proposed monument to be erected in memory of the late Sir Frederick Banting.

Type of
monument
to be
erected

Dr. Allward informed the Committee that the first consideration should be the selection of an appropriate site for the monument, and in considering the type of memorial to be erected he strongly favoured one which would embody the gratitude of the people for the relief provided by the discovery of Insulin, and which would include preferably a bust rather than a full figure of Sir Frederick. As Dr. Allward has already prepared certain sketches your Committee has requested him to proceed further with the same.

Possible
site for
monument

Your Committee then looked over certain possible locations on the University grounds, and feels that the most favourable one is the area, at present surrounded by trees, at the south-east corner of the front campus overlooking the Medical building where Dr. Banting did most of his work.

Respectfully submitted.

January 17th, 1944.

(Sgd) F. K. Morrow,
Chairman of Committee."

Report No.
151 of the
Finance
Committee

Upon motion of Mr. Ross,
Seconded by Mr. Morrow,

Report Number 151 of the Finance Committee was approved as follows:-

University's
Annual Re-
port for
year ended
30 June,
1943

"The Finance Committee begs to report to the Board of Governors:-

Revised Es-
timates of
Conservatory
of Music

1. Your Committee transmits herewith the Auditor's Report and Financial Statement of the University for the fiscal year ended 30 June, 1943. The certificate of the Auditor shows that all the transactions of the year have been duly audited and found correct; that the securities representing the investments were examined by him once during the year and found to be in agreement with the records kept by the Bursar; and that the Bursar's records are well kept and all endowment and trust funds properly accounted for. In presenting this report for the approval of the Board, your Committee recommends that in view of the fact that little or no money has been spent on the buildings of late years, \$80,000 be appropriated for Deferred Maintenance.

Investment
of funds in
Sixth Victory
Loan

2. Your Committee has considered the revised Estimates for 1943-44 of the Toronto Conservatory of Music, and recommends that these be referred to the Chairman of the Finance Committee, Mr. Ross, and to Mr. Morrow who is also on the Board of the Conservatory, as a sub-committee to deal with this matter and report to the Board.

Guarantee
Bond

3. Following the report of the Bursar on funds available for investment, your Committee recommends that in view of the approaching Sixth Victory Loan approximately \$500,000 be invested in this loan, together with whatever additional funds are available at that time.

Annual
Audited
Statements
of separate
units

4. In connection with the question of a Blanket Guarantee Bond covering all University employees, your Committee begs to report that no plan has yet been presented justifying increased cost of the same, but is still investigating the situation.

5. Your Committee, in recommending for the approval of the Board the Annual Audited Statements of the following separate units for the year ending 30 June, 1943, also recommends that these organizations be commended upon the very favourable manner in which their affairs have been handled:-

The Students' Administrative Council
 The University of Toronto Athletic Association
 The University of Toronto Press

All of which is respectfully submitted.

January 24th, 1944.

(Sgd) Geo. H. Ross,
 Chairman."

It was moved by Mr. LaBine,
 Seconded by Dr. Neilly,
 And Resolved -

That the thanks and appreciation of the Board
 be and they are hereby tendered to Mr. Ross, as Chairman of the Finance Committee, for the splendid results of the financial operations of the University for the year ending 30 June, 1943, one of the most outstanding years in the history of the University from a financial standpoint.

At Mr. Ross' request the Board extended to the President, the Bursar, and the Executive Officers an expression of appreciation of their efforts in bringing about such satisfactory results for the year.

The President reported that he was making very satisfactory progress in connection with negotiations which he had had with the T. Eaton Company Limited regarding further donations to the University.

The meeting adjourned at 5:40 p.m.

Minutes confirmed.

*Indesped
 M.B.*
 7-2-105, 944

George H. Ross
 Chairman.

Minutes of the meeting of the Board of
Governors held in the Board Room, Simcoe Hall, on Thursday, February
10th, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. LaBine
The Chancellor	Mr. Ross
The President	Mr. Morrow
Hon. Dr. Ferguson	Mr. Bryce
Mr. Duncan	Chief Justice Robertson
Dr. Neilly	Chief Justice Rose

The Bursar was present as Secretary.

Before proceeding with the business of
the meeting the Secretary reported that he had been informed on be-
half of the following members that they would be unable to attend:-

Dr. Gibson	Hon. Dr. Kelly
Mr. Rogers	Hon. Dr. Bruce

In connection with the death of Dr. Alex-
ander Primrose, former Dean of the Faculty of Medicine,

It was moved by President H. J. Cody, C.M.G., LL.D.,
Seconded by the Honourable Chief Justice Rose, LL.B.,
And Resolved -

That the Board of Governors of the Univer-
sity of Toronto record its loss through the passing of the late
Dr. Alexander Primrose, C.B., and offer its sympathy to his
widow and children.

A Nova Scotian by birth, trained in the
great Medical School of the University of Edinburgh and by post-
graduate study in Middlesex Hospital, London, he began practice
in Toronto. From the beginning of his residence here he was
associated with the medical teaching of this University, as
successively Professor of Anatomy, Professor of Clinical Surgery
and Dean of the Faculty from 1920 to 1932. He became one of the
leading surgeons and surgical teachers of this country and con-
tinent. He had a distinguished record of Overseas Service as
a member of No. 4 Canadian General Hospital - the special Uni-
versity of Toronto Hospital. He received during his career all
the honours which his profession could bestow and was a member
or fellow of the leading medical and surgical organizations in
Canada, Great Britain and the United States.

Resolu-
tion re
Dr. A.
Primrose
(Cont'd)

He served this University faithfully, efficiently and with dignity, and won the respect of both colleagues and students. He was a leader in medical teaching in the period of medical re-organization after the first World War. This University expresses its deep appreciation of his contribution to its development and achievement.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

Dr. R. E.
Towle
Bequest
renounced
by the
Univer-
sity

In connection with the interest of the University in the Dr.
Robert Elgin Towle Estate -

It was moved by the Hon. Chief Justice Robertson,
Seconded by Mr. G. A. LaBine,
And Resolved -

That under the circumstances which have arisen, particularly having in mind that the testator would appear to have had an intention of cancelling the provision in question, the Board declares that the University has no intention of exercising the power of selection or nomination contained in the clause in question and hereby renounces such power as may be given to it under the Will.

Offer to
purchase
No. 107
St. George
Street
rejected

The Secretary reported that upon the instructions of Dr. Gibson, Chairman of the Property Committee, he had notified Gibson Bros., Real Estate Brokers, that the University was not interested in the purchase of the property at No. 107 St. George Street, which the firm had offered for \$11,500. Dr. Gibson had informed the Bursar that he did not wish to call a meeting of the Property Committee just for this purpose and that Dr. Neilly and Mr. Morrow had both approved of his suggestion that this offer be rejected. The Board confirmed the action taken.

Executive
Committee
Report

The Executive Committee did not hold a meeting prior to the Board meeting, but the following report prepared for the Committee was approved:-

"To the Board of Governors,
University of Toronto.

February 10, 1944.

Appoint-
ments

A - Appointments

We have approved the following appointments:

Faculty of Arts:

Miss M. I. Sirdevan

- Instructor in Italian and Spanish,
Feb. 1 to June 30, 1944 \$150

Appoint-
ments
(ont'd)

Faculty of Medicine:

Miss H. Train

- Laboratory Attendant in Pathology and Bacteriology, Feb.1 to June 30, 1944, \$70 per mo.

Ontario College of Education:

Miss M. Hambly

- Clerical Assistant as from Feb.1, 1944 \$1,200 per an.

School of Hygiene:

N. E. McKinnon

- Professor and Head of the Department of Epidemiology and Biometrics as from Jan. 24, 1944 \$3,500 per an.

University
Extension

C - University Extension:

- (1) We recommend certain adjustments and appointments in the Course in Occupational Therapy.
- (2) We recommend two appointments in the Course in Physiotherapy.
- (3) We recommend a number of appointments in the evening classes in Personnel Administration.
- (4) University Expansion Fund.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President.

(Sgd) Geo. H. Ross,
Chairman of the Finance Committee."

Appoint-
ments in
University
Extension

The appointments in the Department of University Extension and Publicity, referred to in the foregoing report, are as follows:-

Course in Occupational Therapy:

- | | | |
|---------------------|--|------|
| Miss Elsie Jackes | - an increase from \$100 to \$120 in the remuneration previously authorized as the number of her clinics has been changed from 10 to 12. | |
| Dr. Jessie McGeachy | - First Aid (6 lectures) | \$60 |
| | (vice Dr. Gwendolyn Mulock) | |
| Demonstrator | - to be named later | 30 |
| School of Nursing | - Instruction in Bedside Nursing | 60 |

Course in Physiotherapy:

- | | | |
|---------------------|--|----|
| Dr. Jessie McGeachy | - First Aid (6 lectures) | 60 |
| Demonstrator | - First Aid Demonstrating (6 lectures) | 30 |
| | (to be named later) | |

Evening Classes in Personnel Administration:

- | | | |
|--------------------|--------------|-------|
| J. A. Long | - Supervisor | \$400 |
| K. S. Bernhardt | - Supervisor | 225 |
| K. S. Bernhardt | - 1 lecture | 15 |
| K. A. Burgess | - 2 lectures | 30 |
| D. B. Chant | - 1 lecture | 15 |
| J. Finkelman | - 1 lecture | 15 |
| R. G. Flood | - 2 lectures | 30 |
| C. H. Fraser | - 2 lectures | 30 |
| Miss Grace Hyndman | - 2 lectures | 30 |
| W. C. Kuebler | - 3 lectures | 45 |
| W. R. Laughlen | - 2 lectures | 30 |
| J. A. Long | - 1 lecture | 15 |
| F. R. Manuel | - 1 lecture | 15 |
| F. H. Robinson | - 2 lectures | 30 |
| G. Rogers | - 1 lecture | 15 |
| C. I. Scott | - 4 lectures | 60 |
| W. H. C. Seeley | - 1 lecture | 15 |

Appoint- ments in University Extension (Cont'd)	<u>Evening Classes in Personnel Administration (Cont'd):</u>		
	C. E. Shumaker	- 2 lectures	\$ 30
	E. E. Sparrow	- 2 lectures	30
	H. H. Stedman	- 2 lectures	30
	H. Taylor	- 2 lectures	30
	J. W. Temple	- 2 lectures	30

University
Expansion
Fund -
employment
of Mrs.
Catherine
Ashbourne

The reference to the University of Toronto Expansion Fund in the Executive Committee's report covers the employment of Mrs. Catherine Ashbourne, a temporary assistant in the Department of University Extension, as Secretary to assist Mr. J. C. Hodge from February 7, 1944, at the rate of \$24 per week from the funds already authorized for this work. The Board approved of these arrangements.

The following recommendations by the President were approved:-

Professor
G.A.Guess
to be
Professor
Emeritus

That Professor G. A. Guess be accorded the honour of being made Professor Emeritus of Metallurgical Engineering in view of his long and valued service to the University.

Resignation
of Dean J.G.
Althouse

That the resignation of Dean J. G. Althouse as Dean of the Ontario College of Education be accepted with much regret as from February 1, 1944, in order to enable him to accept an appointment with the Provincial Government; and that the following appointments be made in the Ontario College of Education, effective February 1, 1944:-

Appoint-
ments in
Ontario
College
of Edu-
cation

1. That Dr. A. C. Lewis, at present Headmaster of the University Schools, be Dean of the Ontario College of Education at a salary at the rate of \$6,000 per annum, to be paid for the balance of this Session from the appropriation provided for the salary of Dean J. G. Althouse, resigned.
2. That Mr. W. B. MacMurray, at present Instructor in the University of Toronto Schools, be Headmaster of the University of Toronto Schools, at a salary at the rate of \$4,200 per annum, to be paid for the balance of this Session from the appropriation provided for the salary of Dr. Lewis as Headmaster.
3. That Mr. J. S. Carlisle, at present a temporary Instructor, be appointed to the permanent staff as Instructor in the University Schools, at the same rate of salary, \$2,100 per annum.
4. That Mr. P. J. Mullin be an Instructor in the University of Toronto Schools to June 30, 1944, at a salary of \$180 per month, to be paid from the appropriation provided for the salary provided for Mr. MacMurray as Instructor.

Additional
amount for
Prof. J.
E. Thomson

That an amount of \$100 per annum be added to the salary of Professor J. Ellis Thomson, Head of the Department of Mineralogy, as from January 1, 1944, making an increase of \$50 for the six months January to June, 1944.

Leave of
absence
and resig-
nation of
Miss M. B.
Jackes

That Miss M. B. Jackes, Nurse and Secretary to the Medical Adviser of Women, be granted leave of absence on full salary from February 1, 1944, to the end of the present academic Session, and that her resignation from her position in the Department of Medical Service be then accepted. In view of the fact that Miss Jackes was a Sessional appointee and therefore not eligible for pension, the Board decided to defer until June the question of any compassionate allowance being granted her.

Resigna-
tion of
Miss C. A.
Carroll,
and pay-
ment of
honorarium

That the resignation of Miss Catharine A. Carroll, Clerk in the University Press, be accepted as of January 31, 1944, due to her approaching marriage, and that she receive her salary in full for the month of February as an honorarium for efficient services and also in lieu of holidays.

New sub-
department
of Parasi-
tology

That a new Sub-department of Parasitology be established in the Department of Hygiene and Preventive Medicine, School of Hygiene, as from 1 July, 1944.

Limitation
of number
of students
in Faculty
of Dentis-
ty

That the number of students to be admitted to the First Year of the Faculty of Dentistry in 1944 be limited to approximately 50, this being a continuation of the arrangements approved for 1943.

Remission
of fees of
W. P. Harris,
deceased

That the unpaid fees of Mr. W. P. Harris, Class of 1941, Faculty of Applied Science, for the second term of his Fourth Year, be remitted in order to comply with his widow's request that the degree be conferred upon him posthumously. Mr. Harris was killed on Active Service with the R.C.A.F., and the Board expressed their sincere regret at his passing.

Distribution
of balance
of item of
\$12,000 for
Instructional
Purposes
in Ontario
College of
Education
budget

That the following distribution be made of the balance remaining in the item of \$12,000 in the 1943-44 Estimates of the Ontario College of Education marked "Special - for Instructional Purposes", which had also been approved by the Minister of Education:-

\$2,000 to the Institute of Child Study, being the balance owing of the \$6,000 allotted to the Institute, of which \$4,000 was paid to them in July, 1943.
\$6,000 to the Art Gallery of Toronto.

Additional
appropriation for
Institute
of Child
Study

That an additional appropriation of \$9,656.00 be voted to cover the expenses of the Institute of Child Study from the end of January to June 30, 1944, subject to verification by the Government.

Committee
of Award
for the
McCharles
Prize

That the following Committee of Award be appointed in connection with the McCharles Prize, Professor Burton being named as Convener of the Committee and the Bursar of the University as Secretary:-

Expert in Physics	- Professor E. F. Burton
Expert in Mineralogy	- W. E. Segsworth, 67 Yonge St.
Expert in Electricity	- W. P. Dobson, Hydro-Electric Power Commission
Hon. Mr. Justice Laidlaw	Professor H. E. T. Haultain
N. F. Parkinson	W. Eric Phillips
The Bursar of the University	- C. E. Higginbottom

In this connection the President reported that the name of Professor L. M. Pidgeon, Head of the Department of Metallurgical Engineering, had been proposed as a candidate for the Prize by a duly qualified person, viz: Mr. M. B. Hastings.

Changes
in University
College
Scholarships

That the following changes in University College Scholarships be made at the request of the College Council:-

1. The Percy Hermant Scholarship #1 to be increased from \$250 per annum to \$300 per annum.
2. The Percy Hermant Scholarship #2, at \$300 per annum, to be set up on the same basis as the original Hermant Scholarship, i.e., with free tuition, replacing the free tuition allowed in one of the Alumni Association Scholarships.
3. The four Alumni Association Scholarships, amounting to \$125 each per annum, to be changed to -
3 Scholarships of \$150 each per annum, with free tuition
1 floating Scholarship which will not include free tuition, and which may be held in conjunction with any other U.C. Scholarship, and amounting to \$50.

Communications were presented and dealt with as follows:-

From Mrs. Winifred Kirk, an English war guest, expressing gratitude for the kindness of the Board of Governors in postponing the fees of her son Gordon until after the war, thus enabling him to study at such an excellent school during their stay in Canada, and stating that an effort would be made to have his outstanding fees sent to the Bursar as soon as possible.

From the University Court of Discipline recommending that Mr. R. C. Rivers, a Fourth Year student in the Faculty of Applied Science and Engineering, who failed to comply with the regulations of the Government and the University respecting Compulsory Military Training, be required to pay a fine of \$10 and to attend parades for five hours a week from January 10 to March 11. This recommendation was approved by the Board.

From the Comptroller of the Connaught Laboratories transmitting an offer of the Town of Riverside (Windsor Utilities Commission) to purchase their Warrant Right held by the Laboratories, and

Upon motion of Dr. Neilly,
Seconded by Mr. LaBine,
It was Resolved -

That approval be and it is hereby given to the acceptance of an offer of the Town of Riverside to purchase their \$160 Warrant Right for the sum of \$64.

From Miss Ethel Blunt tendering her resignation as Clerk in the Accounts Branch of the Bursar's Office on account of eye trouble. This resignation was accepted as of January 31, 1944, and authority was given to the Bursar to use the balance of Miss Blunt's salary for a substitute.

The following donations were reported and were accepted with thanks and appreciation:-

Donations - Rockefeller Foundation:

\$ 6,018.92 in connection with their grants as follows:-

School of Nursing:	
To cover salaries of additional members of staff	\$1,250.00
School of Hygiene:	
Adjustments in grant for additional teaching personnel	3,034.66
School of Nursing:	
Adjustments in previous grants	1,734.26
Miscellaneous:	<u>\$6,018.92</u>
4,360.00	From the Toronto General Trusts Corporation in payment of the University's one-fifth share of a further distribution of the "B.2" portion of the late Colonel R. W. Leonard's Estate.
2,000.00	from Eldorado Mining and Refining in connection with the war research work being undertaken by the Department of Physics for the National Research Council.
800.00	from the National Research Council for Project M.P.25, Dr. N. B. Taylor, Physiology.
50.00	from the Deborah Assembly #5, Order of the Rainbow for Girls, to cover the award of their Bursary for 1943-44.

Current
Expendi-
ture

The Bursar presented the Bank statement for the month of January, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of February and the first part of the month of March. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Superin-
tendent's
report on
additional
accommoda-
tion

The Bursar also presented a report from the University Superintendent on additional accommodation resulting from his survey of the various buildings. Copies of this report were distributed to the members present and consideration of the same was deferred to the next meeting.

Federated
Colleges
not renew-
ing agree-
ment re
fees

The President referred to an interview which he had had with Mr. James of Victoria College, and reported that he had seen the Heads of Trinity and St. Michael's Colleges, in connection with a renewal of the agreement providing for payment to the University of a portion of the additional fee of \$25 collected from students registered in the above colleges, and that they all said they could not afford to continue these arrangements.

Presenta-
tion of
Univer-
sity's
Annual
Report
for year
ending
30 June,
1943, to
Govern-
ment

A letter was presented from Mr. F. V. Johns, Assistant Provincial Secretary, acknowledging receipt of the Annual Report of the Board of Governors for the year ending June 30, 1943. In this connection the Chairman of the Board stated that on January 31st he and the Bursar went over to the Parliament Buildings and left the report with the Provincial Secretary, the Hon. Geo. H. Dunbar, after which they called on the Minister of Education, the Hon. Geo. A. Drew, and left with the Minister's Secretary a copy of the Chairman's preface to the report and a summary of the financial results for the year. A copy of this latter material was also left with Mr. Chester S. Walters, Deputy Provincial Treasurer and Comptroller of Finances, who was also given a brief explanation of the year's operations.

University
of Toronto
Expansion
Fund Com-
mittee's
Report

Upon motion of Mr. Morrow,

Seconded by Dr. Neilly,

The following report of the University of Toronto Expansion Fund Committee was approved:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the President's Room, Simcoe Hall, on Thursday, January 27th, 1944, at 3:30 p.m., at which the following were present:-

Mr. Morrow (Chairman)
The Chairman of the Board
The President
Dr. Neilly

The Bursar was present as Secretary.

After considering at length the appointment of a full-time Honorary Secretary,

It was moved by the President,

Seconded by Dr. Macdonald,

That Mr. J. C. Hodge, 5 Schofield Avenue, Toronto, who has already been consulted in the matter, be asked to act in this capacity.

In connection with the opening up of a special account in the Canadian Bank of Commerce for the new Expansion Fund, the Bursar informed your Committee that as instructed he had endeavoured to obtain a rate of $1\frac{1}{2}\%$ interest but had been advised that the Bank would be pleased to allow 1% on the minimum monthly balance, which they considered a very favourable rate at the present time.

Respectfully submitted,

(Sgd) F. K. Morrow,
Chairman of Committee."

January 27, 1944.

ApPOINT-
ment of
J.C.Hodge
as Honor-
ary Sec-
retary

Interest
of 1% to
be allowed
on bank
balance

Letters
from Vic-
toria and
Trinity
Colleges
re Univer-
sity's
Expansion
Campaign

In this connection the following letters
from Victoria and Trinity Colleges were read:-

"President H. J. Cody,
Simcoe Hall,
University of Toronto.

Victoria University,
Toronto.

My dear President Cody:-

We called a special meeting of the Executive Committee of our Board of Regents last Monday to consider the information we had just received that the Board of Governors of the University of Toronto were planning a campaign to raise five million dollars.

The Executive Committee instructed Mr. James, the Chairman of our Board, and myself to call upon you and to convey to you our regret that the Board of Governors of the University should have entered into the campaign without informing or consulting with the federated colleges; and to request that no public announcement be made until the position of the federated colleges was made clear.

During the past year our Board has been considering and planning for a campaign to raise funds to meet our urgent needs in building and endowment. We were asked by our Executive Committee to explore with you the possibility of our joining with you in your campaign on a basis to be mutually agreed upon, and to promise you the full support of Victoria in such a campaign if such a basis could be arrived at.

We thank you for the frank and friendly discussion we had with you and at your suggestion we are placing the matter before you in writing in order that you may place it before your Board. We feel that the University of Toronto is breaking into new ground in a public campaign for funds - something it has not done in the one hundred years of its history, and something that is not usually expected from a university supported by provincial funds. Of necessity you would canvass a constituency which is that from which heretofore Victoria has drawn its support and upon which now and in the future it must depend.

The urgency of our needs is such that we must proceed. We would prefer to do this in harmony with, and as a part of, your general campaign. To that end we suggest that, before proceeding further, representatives of your Campaign Committee confer with representatives of the federated colleges.

Awaiting your reply, I am,
Yours sincerely,

(Sgd) Walter T. Brown,
President."

February 2, 1944.

"The Honourable and Reverend H. J. Cody, D.D., LL.D.,
President's Office,
University of Toronto,
Toronto.

Dear Mr. President:-

I am very grateful to you for our interview on Thursday, and for your full explanation of the objects of the appeal which the University of Toronto is now making. I had been a little embarrassed by questions addressed to me on this subject, which I was unable to answer.

The general welfare of the University of Toronto is a matter of great interest and importance to us at Trinity College, and we have a direct interest in some of the objects for which this appeal is being made. We feel that some persons, whose interest in the University of Toronto is through Trinity College, will respond to the appeal more generously if they can be assured that the Governors of the University of Toronto have a sympathetic interest in Trinity College, and are concerned that it should maintain a high quality of work. I was glad to have the opportunity of putting this view before you on Thursday last.

It might be well to make it clear that the present appeal is not being made on behalf of the Federated Arts Colleges, but that they, as well as the University, must depend on the public for support of their work.

I hope it may be possible, from time to time, to have some conference between representatives of the Board of Governors and representatives of Trinity College and the other Federated Arts Colleges, in order that the University and the Colleges may have the fullest knowledge of one another's ideals and problems.

With very kind regards, believe me,
Sincerely yours,

(Sgd) F. H. Cosgrave,
Provost,
Trinity College."

February 7, 1944.

The University of Toronto Expansion Campaign having already started -

It was moved by Mr. Ross,

Seconded by Mr. LaBine,

That the President and Mr. Morrow be asked to attend a meeting, to be arranged by the President as soon as convenient, with the Heads of the Federated Colleges in order to discuss this matter.

The President presented the following summary regarding proposed salary increases, showing a grand total of something in excess of \$130,000:-

"In University and University College, total staff 901
of whom 138 were professors)
76 associate professors) 329
115 assistant professors)

The others are lecturers, instructors, demonstrators and part-time medical men in active practice who give a certain service at the Hospitals and receive small honoraria of \$150 to \$200.

In laboratory work, in the Science subjects and in Engineering a large number of demonstrators and class assistants are necessary for supervision of individual members of classes.

Letters
from Vic-
toria and
Trinity
Colleges
re Univer-
sity's
Expansion
Campaign
(cont'd)

Summary of
proposed
salary
increases

Summary of
proposed
salary
increases
(Cont'd)

The present scale of salaries is -

Minimum for lecturer	\$1,800
assistant professor	2,600
associate professor	3,600
professor	4,500

A proposed new scale, to be aimed at:

Minimum for lecturer	\$2,000
assistant professor	3,000
associate professor	4,000
professor	5,000

In the Faculty of Arts, the average salary of a

professor is	4,900
associate professor	3,691
assistant professor	2,679
lecturer	1,945

Amount of proposed increases

Administration:

President's Office	- \$	300	
Bursar's Office	-	6,000	
Registrar's Office	-	2,017	
Superintendent's Office	-	2,050	
" Salaries and Wages			
for other than clerical staff	-	<u>17,000</u>	\$ 27,367

Library

1,800

Faculty of Arts:

Anthropology	- \$	200	
Applied Mathematics and Mathematics	-	4,700	
Astronomy	-	850	
Botany	-	3,250	
Chemistry	-	1,700	
Chinese Studies	-	500	
Fine Art	-	200	
Geography	-	800	
Geology	-	900	
History	-	3,300	
Italian and Spanish	-	1,500	
Law	-	4,500	
Mineralogy	-	900	
Philosophy	-	600	
Physics (Geophysics)	-	10,100	
Political Economy)	5,300	
)	5,000	
Psychology	-	500	
Zoology	-	1,550	
Classics	-	600	
English	-	---	
French	-	200	
German	-	750	
Semitics	-	400	
University College General	-	<u>400</u>	48,700

Faculty of Medicine:

Administration	- \$	1,000	
Anatomy	-	1,800	
Art Service	-	250	
Biochemistry	-	1,350	
Pathological Chemistry	-	600	
Pharmacy and Pharmacology	-	1,300	
Physiology	-	<u>200</u>	6,500

Summary of
proposed
salary
increases
(cont'd)

<u>School of Hygiene:</u>		\$ 10,000
<u>Faculty of Applied Science:</u>		
Additional for Salaries	- \$ 27,370	
" " " Professor		
Sagar returning	- 2,200	
Additional - West Indian Surveyors	- <u>1,800</u>	31,370
<u>Faculty of Forestry:</u>		
(including Forest Research)		2,150
<u>School of Graduate Studies</u>		300
<u>School of Social Work:</u>		
(including additional staff worker		3,625
<u>University Extension</u>		<u>700</u>
	Grand Total	- <u><u>\$132,512</u></u>

Certain reductions in Income for 1944-45:
 Amounts paid by Federated Colleges,
 according to agreement ending June 30,
 1943 \$25,000
 Reduction in amount paid by College of
 Pharmacy, on account of diminished
 numbers \$ 3,000

- - - - -

Representa-
tion to be
made to the
Provincial
Government
for an addi-
tional sum
of \$194,000

It was moved by Dr. Neilly,
 Seconded by Hon. Dr. Ferguson,

That in connection with the proposed increase in salaries
 for 1944-45 representation be made to the Provincial Government for
 an additional sum approximately equal to 10% of the salaries paid in
 the University in the present year, viz: \$194,000.

*Indefed
on B.*

The meeting adjourned at 6 p. m.

Minutes confirmed.
 Feb. 24th 1944

[Signature]
 Chairman.

Minutes of the meeting of the Board of
Governors held in the Board Room, Simcoe Hall, on Thursday, February
24th, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The Vice-Chairman	Mr. Morrow
The President	Dr. Neilly
Chief Justice Robertson	Chief Justice Rose
Mr. Ross	Hon. Dr. Ferguson
Mr. LaBine	

The Bursar was present as Secretary.

Before proceeding with the business of the
meeting the Secretary reported that he had been informed on behalf of
the following members that they would be unable to attend:-

The Chancellor	Mr. Rogers
Mr. Duncan	Hon. Dr. Bruce
Hon. Dr. Kelly	

The minutes of the last meeting were read
and confirmed.

Arising out of the minutes the Superintend-
ent's report on the need for additional accommodation and new buildings
was laid on the table.

The following report of the Executive Com-
mittee was approved as follows:-

"To the Board of Governors,
University of Toronto.

February 24, 1944.

A - Appointments

We have approved the following appointments and resignations:

Faculty of Medicine:

Biochemistry:

S. J. Patrick	- Fellow, March and April, 1944	\$100 a month
D. H. Laughland	- Fellow, Resigned	Mar. 1, 1944

Ophthalmology:

Miss F. Richardson	- Secretarial Assistant, Feb. 1 to	
	June 30, 1944	\$150 a year
Miss G. Penfold	- Secretarial Assistant, resigned Jan. 31, 1944	

Appoint-
ments
(Cont'd)

<u>Faculty of Medicine (Cont'd)</u>	
F. L. Lawson	- Demonstrator in Pathology and Bacteriology, Feb.1 to June 30, 1944 \$30 a mo.
J. Chassels	- Junior Demonstrator in Therapeutics, 1943-44 \$150
<u>School of Hygiene:</u>	
V. I. Binnington	- Associate in Public Health Administration (also School Medical Officer in East York) Feb. 21, to June 30, 1944 \$3,000 a year

University
Extension

C - University Extension
(1) We recommend a Course on "New Ideas in Marketing", together with a number of appointments for the course.

Statutes
of Senate

D - Statutes of Senate
(1) Statute Number 1621 respecting an amendment to Statute Number 1507 respecting the School of Law of the University of Toronto.
(2) Statute Number 1622 respecting the Cornelius Arthur Masten Fellowship.
(3) Statute Number 1623 respecting the Toronto Stock Exchange Prize in Corporation Finance.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President.

(Sgd) Geo. H. Ross,
Chairman of the Finance Committee."

Extension
Course on
"New Ideas
in Market-
ing"

In connection with the Course on "New Ideas in Marketing", the Board authorized that the fee for this course be \$5 per student, or \$3 each where a group of five or more from one company or firm enrolled. An additional appropriation of \$1,000 was also authorized for "Business Courses" to take care of expenditures for the Course in Marketing; and the appointments referred to in the foregoing report of the Executive Committee are as follows:-

Floyd S. Chalmers	- 1 lecture	\$ 10
J. P. Syme	- 1 " - \$10	
	travelling exp's - 50	
	(estimates)	60
P. C.-Armstrong	- 1 lecture - \$10	
	travelling exp's - 30	40
H. A. Innis	- 1 lecture	10
S. A. Holme	- 1 " - \$10	
	travelling exp's - 50	60
H. C. Ray	- 1 lecture - \$10	
	travelling exp's - 70	80
G. F. Nordenholt	- 1 lecture - \$10	
	travelling exp's - 50	60

Extension Course on "New Ideas in Market- ing" (Cont'd)	W. Von Tresckow	- 1 lecture	- \$10	
		travelling expenses	- 50	\$ 60
	W. Jeffers	- 1 lecture		10
	Geo. F. Hougham	- 1 "		10
	S. G. Murray	- Supervising and arranging the course		150
				<u>\$550</u>

Attention was drawn by Mr. Ross to the improved form of circular describing this course, and the Secretary stated that he would send a copy of the same to each member of the Board.

Prof. W.P.M.
Kennedy ap-
pointed Dean
of the School
of Law

Upon the recommendation of the President Professor W. P. M. Kennedy was appointed as Dean of the School of Law from February 24th, 1944, salary unchanged.

Leave of
absence to
Miss A. S.
Meen prior
to retire-
ment on
pension

The Board confirmed the action of the President in approving of leave of absence on salary being granted to Miss A. S. Meen, Clerk in the Registrar's Office, for one year from November 1, 1943, and her retirement on pension as from November 1, 1944.

Donation
Board of
Insurance
Underwrit-
ers' Prize

The President presented a letter from Professor C. A. Ashley transmitting a cheque for \$500 from the Dominion Board of Insurance Underwriters to be used for a Prize of \$100 a year for five years in the Department of Political Economy. This donation was accepted with grateful thanks, and approval was given to Professor Ashley's suggestion that he discuss with Professors Innis and Bladen in what subject the award should be made. The Governors also expressed appreciation of Professor Ashley's generous action in suggesting to the Association that they establish a prize or scholarship at the University in lieu of his accepting a fee for a report which he prepared for the Association.

Other donations were reported as follows and were accepted with thanks and appreciation:-

Donations -

<u>From the John T. White Estate (as arranged by Dr. J. J. Gibson):</u>	
\$ 100.00	Royal Canadian Yacht Club 4% First Mortgage Bond, due Jan. 1, 1954
100	shares of Mineral Estates Limited, \$1 par value Common Stock Certificate
Copy of letter dated May 7, 1936, acknowledging receipt of \$250. Participation in Slough Creek Syndicate addressed to Mr. J. T. White.	
<u>For the Sir Bernard Pares Lectures:</u>	
\$ 250.00	from Dr. C. S. MacInnes
275.00	" Sir Ellsworth Flavelle
<u>For the Cornelius Arthur Masten Fellowship in Law (which replaces two Scholarships, viz: The Cornelius Arthur Masten Legal Essay Scholarship, and The Cornelius Arthur Masten Scholarship in Company Law:</u>	
\$ 75.00	from Mr. Clifford Sifton
25.00	" Miss Jean I. Masten
<u>Miscellaneous:</u>	
\$15,281.50	from the Department of National Defence for Air, in connection with residence accommodation, etc., for personnel of Pre-Aircrew Educational Detachment from Jan. 3 to Jan. 30, 1944.
2,057.46	from the National Trust Company in connection with the bequest in the Will of the late Charlotte Ellen Hagarty for credit of "The Reginald and Galer Hagarty Scholarship" account as follows:-
	2 x \$1,000 Canadian National Railway 5% bonds due Feb. 1, 1954, with Aug. 1, 1944, and subsequent coupons attached - \$2,000.00
	Cheque for interest @ 5% per annum from June 19, 1943, to Feb. 1, 1944 - 57.46
	\$2,057.46
400.00	from the Chartered Trust & Executor Company to cover the award of the Gertrud Davis Fellowship for 1943-44
280.00	(U.S. funds) from the Geological Society of America as a further instalment of their grant to Dr. N. B. Keevil for research in Geophysics
250.00	from Price, Waterhouse & Company to establish a scholarship in Commerce and Finance to be known as "The Edwin Waterhouse Scholarship" and to be awarded annually
125.00	from Mr. Percy Hermant to cover the second instalment of one of his scholarships in University College for 1943-44
100.00	from Mrs. B. Kilbourn for the award for 1943-44 of "The William Emerson Wickett Scholarship"

Financial statement

The Bursar presented the financial statement for the month of January.

Closing of books at 30th June

In connection with the notice sent out by the Bursar, under instructions of the Board, regarding the closing of the books at 30th June, the President stated that he had received objections to the restrictions contained therein from certain mem-

Closing of
books at
30th June
(Cont'd)

bers of the staff, among them Dean Young of the Faculty of Applied Science, Professor H. Wasteneys of the Department of Biochemistry, and the Superintendent. After discussing the matter,

It was moved by Dr. Gibson,
Seconded by Hon. Dr. Ferguson,
And Resolved -

That the same be referred for consideration, with power to act, to the following Committee:-

The Chairman of the Board
The President
Mr. Ross

The Bursar to act as Secretary.

Senate's
consideration
of
Board's
recommendation
regarding
Statutes
concerning
in
Scholarships

The Bursar presented the following letter from the Registrar in connection with the Senate's consideration of the Board's recommendation regarding Statutes of Senate concerning Scholarships:-

"The Bursar,
University of Toronto.

Dear Mr. Bursar:-

At the meeting held on February 11th the Senate had under consideration the report of the Committee on Scholarships etc., of which I have already sent you a copy. The Senate approved of the following recommendations of the Committee:

- (b) That the general practice be established that in each Statute dealing with an endowed scholarship, prize, fellowship or bursary a clause be inserted stating that no award may be made until a full year's income has been received from the endowment unless sufficient funds are provided to make an earlier award possible.
- (c) That the clause referred to in sub-section (b) be worded somewhat as follows:
'That the said scholarship be offered for award for the first time in 1944 and be paid, if awarded, in the Session 1944-45, provided that a full year's income has been received from the endowment at the time of the award.'

The other recommendation, namely -

That the following paragraph appear in the calendars of the various faculties and schools:

'The award of any scholarship, prize, fellowship or bursary which is not endowed is contingent upon the receipt of the necessary funds.'

was referred back to the Committee for further consideration and report. The view was expressed in the Senate that the donors of such awards might take offence if this statement should appear in the calendars.

Yours very truly,

(Sgd) A. B. Fennell,
Registrar."

February 18th, 1944.

Statutes
re schol-
arships
(Cont'd)

While the Board were of the opinion that funds should be provided before an award was made, it was felt that if for any reason funds were not available the Board might make provision for the same.

Unemploy-
ment In-
surance
Commis-
sion's
request for
concurrence
in writing
from Pro-
vincial
Government
re insur-
ing of
certain
University
employees

Regarding the request of the Unemployment Insurance Commission that the University obtain in writing the concurrence of the Provincial Government in the procedure followed by the University in insuring certain of its employees, the Bursar presented the following letter from the University Solicitor:-

"C. E. Higginbottom, Esq.,
Bursar, University of Toronto,
Toronto, 5.

Dear Mr. Higginbottom:-

RE: Unemployment Insurance

I duly received your letter of February 8th enclosing a copy of a letter dated February 7th from the Unemployment Insurance Commission.

It would seem to me that the simplest method of dealing with the situation which has arisen would be to ask the Province for its concurrence in the decision of the Board that those classes of employees specified in your letter of June 13th, 1941, should be treated as insurable. There does not appear to be anything in the Act which would make it necessary for all employees of the University to be treated as one group, and I do not see why there should be any objection to the concurrence of the Province being obtained in respect of certain specified classes of employees.

I have discussed the position with an official of the Unemployment Insurance Commission. Apparently the difficulty has arisen by reason of a recent ruling of the Department that the concurrence of the Province must be in writing. This official thinks that it would be sufficient if a letter were obtained from the Minister of Education concurring in the arrangement set out in your letter of June 13th, 1941, and approved in the letter from the Commission of July 2nd, 1941. He suggests that when the letter from the Minister is obtained we forward it to him with a copy of this letter, and he will then submit the matter to Ottawa.

Yours very truly,

February 18th, 1944.

(Sgd) Hamilton Cassels"

The Board decided to defer consideration of the matter.

Additional Legis-
lative
Grant

In connection with the representation to be made to the Provincial Government regarding University finances, the Chairman informed the Board that he, the President, and Dr. Neilly had interviewed the Premier, the Hon. Geo. A. Drew. Dr.

dition-
Legis-
tive
(ant
(ont'd)

Neilly explained that the Premier intimated that the Government would provide in 1943-44 the sum of \$400,000 in addition to the Special Legislative Grant of \$1,100,000; \$200,000 to be allocated to the year 1944-45, and \$200,000 to the year 1945-46. It was suggested that provision be made from this additional amount for the encouragement of Research.

provision
for Cen-
tral Power
Plant

Regarding the Central Power Plant, the President stated that the Government was prepared to make whatever provision was necessary when the occasion arose.

At respec-
ting
Victoria
University

The President informed the Board that he had received a copy of an Act respecting Victoria University which was to be presented to the Ontario Legislature, and upon motion of Mr. LaBine consideration of this matter was referred to a Special Committee consisting of -

The Chairman of the Board
The President
The Hon. Chief Justice Robertson
The Hon. Chief Justice Rose
The Hon. Dr. Ferguson

Proposed
Advisory
Committee
regarding
University
College

In connection with the proposed establishment of an Advisory Committee regarding University College, Chief Justice Rose informed the Board that he had consulted Mr. Justice Barlow, who stated that the University College Alumni Association was in accord with the proposed Advisory Committee but felt that before taking any action the relationship of the Committee to the Board should be clarified.

Renewal of
lease to
Victoria
College
for No. 84
Queen's Pk.

The Bursar reported that Victoria College had now signed the renewal of lease transmitted to them in September, 1943, for No. 84 Queen's Park (Wynilwood) for 21 years from June 1st, 1943, @ \$975 per annum.

Resolu-
tion re
death of
Dr. D. E.
Robertson

In connection with the death of Dr. D. E.
Robertson, Assistant Professor in the Department of Surgery,

It was moved by Mr. Robert A. Bryce,
Seconded by Mr. George H. Ross,
And Resolved -

That the Governors record their deep appreciation of the services rendered to this University and to medical science in general by the late Dr. David Edwin Robertson, whose passing brought real sorrow to his colleagues, his students and his patients. A graduate of this University in 1907, he was a member of the staff of the Hospital for Sick Children since 1912, and its surgeon-in-chief since 1929. He was an Assistant Professor of Surgery in the medical faculty of this University and a consulting surgeon to the Department of Pensions and National Health. He had the distinction of being the first Canadian surgeon to perform the operation of sympathectomy.

He served as a medical officer in the first World War and won fame as one who shared in performing the first blood transfusion done at the Front.

He finely blended humour and seriousness, humanity and technical efficiency. He was a brilliant surgeon, a staunch friend, a progressive scientist, and a kindly open-hearted gentleman.

The Governors offer their sympathy to his widow and his two gallant sons now in the Service Forces.

Indeped
m. B.

The meeting adjourned at 5:35 p. m.

Minutes confirmed.

March 9th 1944

James Macdonald

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, March 9th, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The President
Chief Justice Robertson
Mr. LaBine

Hon. Dr. Ferguson
Dr. Neilly
Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Hon. Dr. Bruce
Mr. Morrow
Mr. Duncan

Mr. Rogers
Mr. Bryce
Chief Justice Rose

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

The Special Committee appointed to consider the proposed Bill respecting Victoria University reported that it had met with representatives of Victoria and suggested certain amendments, and upon motion of Honourable Chief Justice Robertson the proposed Bill was approved subject to these amendments.

The sincere thanks of the Board were extended to Chief Justice Robertson for the time and consideration he had given to this matter.

ill re-
pecting
ictoria
niver-
ity

Additional-
al Legis-
lative
Grant of
\$400,000

The President presented the following letter from Premier George A. Drew transmitting a cheque for \$400,000.00 as an additional Legislative Grant to the University:-

"Dr. H. J. Cody,
President, University of Toronto,
Toronto, Ontario.

Dear Dr. Cody:-

As I indicated to you in our conversations on this subject, the Government of Ontario has decided to make a special grant of \$400,000.00 to the University of Toronto for the particular purpose of stimulating research. While the allocation of the money is left to the discretion of the Board of Governors, it is hoped that special efforts will be directed toward the possibility of increasing employment through new uses of our raw materials. We are also hopeful that research will be conducted in the fields of social services and public administration.

The decision to make this grant is evidence of the Government's recognition of the part already played by the University of Toronto in assisting the effective prosecution of the war. We believe that an even more effective contribution can be made toward the effective employment of our human and material resources in the peace which will follow, provided there is adequate financial support from public and private sources.

It is hoped that this grant may encourage individuals and corporations to offer financial assistance by demonstrating the Government's conviction that the University of Toronto has a vitally important part to play in the planning and development of our Province and the nation as a whole.

Yours sincerely,

February 28, 1944.

(Sgd) George A. Drew

Executive
Committee
Report

The following report of the Executive Committee was approved:-

"To the Board of Governors,
University of Toronto.

March 9th, 1944.

Appoint-
ments
and resig-
nations

A - Appointments

We have approved the following appointments and resignations:-

Faculty of Medicine:

Miss M. Bonham

- Laboratory Technician in Obstetrics
and Gynaecology, resigned Apr. 1, 1944

Miss W. Currell

- Junior Attendant in Museum in Path-
ology and Bacteriology as from
March 1, 1944 \$55 per mo.

Surgery:

A. W. M. White

- Junior Demonstrator, 1943-44

\$100

C. Aberhart

- Fellow, 1943-44

\$500

Appoint-
ments
and resig-
nations
(ont'd)

School of Nursing:

Instructors in Nursing:

Mrs. E. R. Will	- Mar.1 to May 31, 1944	\$1,440 per an.
Miss D. K. Duff	- Mar.1 to June 30, 1944	
	(plus living valued @ \$20 per month)	1,200 " "
Miss R. V. McDermott	- Secretarial Assistant, Mar. 1 to June 30, 1944	1,020 " "

School of Hygiene:

J. Kozaruk	- Technician in Physiological Hygiene, Feb. 24 to June 30, 1944 (salary to be paid from funds of the Connaught Laboratories)
G. Kimm	- Technician in the Sub-department of Chemistry in Relation to Hygiene, resigned Mar. 18, 1944.

Transfer
in Depart-
ment of
Surgery

B - Transfers and Adjustments

(1) We recommend that the sum of \$600 be transferred from maintenance to salaries in the Department of Surgery, so that salaries may be provided for two members of the staff who have returned from overseas.

(Sgd) D. Bruce Macdonald Chairman of the Board.	(Sgd) H. J. Cody, President.
(Sgd) Geo. H. Ross, Chairman of the Finance Committee."	

Compas-
sionate
allow-
ance to
Mrs. W.
H. Martin

Recommendations by the President were approved as follows:-

That Mrs. W. H. Martin, widow of Professor Martin of the Department of Chemistry who died on February 22nd, be paid as a compassionate allowance the salary which the late Professor Martin would have received for the four months March 1st to June 30th, 1944.

Dr. J. G.
Althouse
appointed
to contin-
ue course
of lectures
at College
of Educa-
tion

That in order that he may complete his course of lectures, Dr. J. G. Althouse, now of the Department of Education, be appointed as Instructor in the Pedagogy Courses at the Ontario College of Education as from February 1st to the end of the present Session at a salary of \$200; this recommendation having also been approved by the Minister of Education.

Resigna-
tion and
appoint-
ment in
Institute
of Child
Study

That Miss Jean Gillies be permitted to resign as teacher in the Nursery School of the Institute of Child Study as of January 31st, 1944, in order to accept a position with the Ontario Department of Welfare; and that Dr. Blatz be authorized to engage Miss Helen Boothe to replace Miss Gillies as from February 1st to June 30th, 1944, at a salary of \$100 per month.

Addition-
al appro-
priation
in Univer-
sity Health
Service

That owing to the increase in the number of injuries received in athletic activities, an additional sum of \$200 be authorized for the appropriation for "Athletic Injury Cases" in the budget of the University Health Service.

Arrange-
ments with
Ontario
College of
Pharmacy
for 1944-45

That the arrangements between the University and the Ontario College of Pharmacy be continued for 1944-45, but that on account of the reduction in the number of students anticipated the \$15,000 paid by the College to the University under the agreement, and which was fixed at \$12,500 for 1943-44, be reduced for the Session 1944-45 to \$10,000; these arrangements to be confirmed by letter rather than by a formal agreement.

Appoint-
ment of
Prof. A.
S.P. Wood-
house as
Head of
Department
of English

In view of the forthcoming retirement of Professor M. W. Wallace from the Headship of the Department of English, the Board approved of the President's recommendation that Professor A. S. P. Woodhouse, at present Professor of English, be appointed to succeed Professor Wallace as from July 1st, 1944, at a salary of \$5,500 per annum.

President
Cody auth-
orized to
make enqui-
ries as to
a possible
successor
to Princi-
pal Wallace

The Board authorized the President to make enquiries concerning a possible successor to Professor M. W. Wallace as Principal of University College, who will retire at June 30th, 1944; keeping in mind some one who might later succeed to the office of President of the University.

Communications were presented and dealt with as follows:-

From Dr. B. T. McGhie, Ontario Deputy Minister of Health and Hospitals, transmitting an Order-in-Council and agreement regarding the use of the property at No. 7 Queen's Park by the University School of Nursing for the duration of the war and six months thereafter, and permitting the University to put up temporary buildings for lecture purposes. Authority was given for the signing of this agreement on behalf of the Governors..

From Mr. Evan J. Carruthers, tenant of the Starr Farm, Township of Caradoc, Melbourne, Ontario, asking for permission to erect a permanent concrete Silo on this property, and the Board approved of the same on the understanding that the University would not be involved in any way and that the work is done at no cost to the University.

From Mrs. Alexander Primrose expressing the keen appreciation of herself and family for the resolution and flowers sent to them on the occasion of the death of Dean Primrose.

From Mr. G. H. Smith, President of Imperial Oil Limited, advising that his company will continue for 1944-45 the fellowship of \$500 in the School of Graduate Studies, and the Board were very pleased to be informed of this undertaking.

From Dr. W. J. Little, Bursar of Victoria College, transmitting a cheque for \$2,840.00 in payment of arrears of ground rent of Lot No. 67 (Drynan property) to December 31st, 1943. This amount was based on the statement in the University Bursar's letter of June 2nd, 1943, to Chancellor Brown that the Board was willing to renew the lease for this lot at an annual rental of \$840.00 from January 1st, 1938. In view of the fact that this lease has not yet been signed by Victoria this payment was accepted on the understanding that it is made without prejudice to the rights of either the University or Victoria.

Donations -

Donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$8,000.00 for Project F.E.6444, Prof. A. Pitt, Physics
 3,000.00 " " Med. 20, Dr. P. H. Greey, Pathology and Bacteriology
 500.00 for Project N.M. 17, Lieut. Russell Grant, Medicine
 250.00 " " M.P. 23-3, Dr. A. W. Ham, Anatomy

Miscellaneous:

\$1,000.00 cheque from the Banting Research Foundation, transmitted to them by the National Trust Company, as a bequest from the George W. Essery Estate (details from the Foundation to be submitted later).
 500.00 from Mr. J. E. Atkinson, President, "The Toronto Star", to cover the award of "The Newton Wesley Rowell Fellowship in Law" for the Session 1944-45.
 280.00 (U.S. funds) from the Geological Society of America as a further instalment of their grant to Dr. N. B. Keevil for research in Geophysics.
 100.00 from Dr. H. C. Bliss, Treasurer, Academy of Dentistry, Toronto, for a scholarship to the student in the graduating class of the Faculty of Dentistry who attains the highest clinical and theoretical standing in the subject of "Dentistry for Children".
 100.00 from Miss Alice Willson, to cover the award of the Herbert Willson Scholarship.
 25.00 from the Engineering Institute of Canada in payment of their Prize for 1943-44.

Current
Expendi-
ture

The Bursar presented the Bank statement for the month of February, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of March and the first part of the month of April. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Connaught
Labora-
tories
Estimates
for year
1944-45
and report
of Commit-
tee

Dr. Neilly, as Chairman of the Connaught Laboratories Committee, presented the following report on the estimated Revenue and Expenditure of the Laboratories for the fiscal year April 1, 1944, to March 31, 1945:-

"To the Board of Governors,
 University of Toronto:

This Committee presents herewith a statement of estimated revenue and expenditure for the fiscal year April 1, 1944, to March 31, 1945. The Connaught Laboratories have expanded and are expanding the scope of their operations so quickly that the figures we present must be considered as merely indicative. When the estimates were presented to the

Board a year ago, we had 425 on the payroll and to-day we have over 700, and when the production of penicillin gets under way in a few weeks the total employees will exceed 800.

During the coming year we will complete two large contracts for the Department of Munitions and Supply - one on combined gas gangrene antitoxins and the other for thirteen billion units of penicillin. These contracts were taken on a cost-plus basis and, since they are outside our regular work and will probably produce little or nothing in the way of real profit, they have not been incorporated in our forecast.

Our estimate of gross sales then is based upon this year's record to date. We have anticipated nothing in the way of extra operating margin but we have provided for all known possible decreases in revenue and increases in expenditures.

We have estimated gross sales at \$1,000,000. To produce these products the cost will be roughly \$530,000. To this outlay must be added the cost of administration, research, etc., amounting to \$333,500., leaving an estimated operating margin of \$136,500. Now, if we add to this sundry income from investments, Government grants, etc., of \$36,250 and deduct grants for research of \$19,085 and the cost of our Western Division, we get a balance of \$143,865 and this represents our estimated overall margin for the coming year.

As a matter of fact, our total sales this year will be close to \$1,400,000 but about \$400,000 of this was for use by the Armed Forces. The two war contracts to be completed next year, which you will recall were excluded from our main estimates, will gross approximately \$1,500,000. From all this you will gather that, if the war continues, next year's gross business may total between \$2,500,000 and \$3,000,000 and all the work thus involved must be planned and supervised by the present staff. It is a stupendous undertaking and is away beyond what one would describe as normal or even reasonable capacity and responsibility.

In previous reports we have stressed the point that salaries paid by Connaught Laboratories cannot properly be compared with those paid in other departments of the University. We therefore present a list of salaries we propose to pay during the coming year to the senior members of the Staff, to the Research Members, Research Assistants and Technical Assistants, showing not only the proposed salaries but the amount paid last year. This list covers 65 members of the Staff. The average increase is about \$125 a year each and represents an overall average increase of 5 per cent.

The salaries paid the other 650-odd employed at the Laboratories have not been listed. The minimum salary is \$708 per year. The maximum salary is \$2,840 per year, and the overall average is \$1,110 per year. The rate of remuneration paid to this group must be adjusted from time to time by the Management as circumstances necessitate.

A year ago the second clause of this Committee's recommendations read as follows:-

'That realizing that the expenditures of the Laboratories must vary with revenue, and having regard for the existing situation in respect of both skilled and unskilled help, the Connaught Laboratories Committee be and it is hereby given discretionary power to make such departures from the present Estimates as it - the Committee - may deem necessary or desirable.'

This recommendation in the form of a motion was approved by the Board and this Committee assumes that the authorization remains in full force and effect until cancelled or otherwise amended.

Connaught
Labora-
tries
Estimates
for year
1944-45
and report
of Commit-
tee
(cont'd)

Connaught
Labora-
tories
Estimates
for 1944-45
and report
of Commit-
tee
(Cont'd)

I now move, seconded by the President,
that the Estimates of Revenue and Expenditure for the fiscal
year April 1, 1944, to March 31, 1945, as well as the salary
adjustments specifically set forth in the salary list attach-
ed, be approved, ratified and confirmed.

Signed on behalf of the
CONNAUGHT LABORATORIES COMMITTEE
B. Neilly,
Chairman."

It was moved by Dr. Neilly,
Seconded by President Cody,
And Resolved -

That the Estimates of Revenue and
Expenditure for the fiscal year April 1, 1944, to March
31, 1945, as well as the salary adjustments specifically
set forth in the salary list attached, be and they are
hereby approved, ratified and confirmed.

The Board also confirmed the assumption
of the Committee that the authorization given by the Board last
year in connection with the following recommendation remains in
full force and effect until cancelled or otherwise amended:-

"That realizing that the expenditures of the Laboratories
must vary with revenue, and having regard to the existing
situation in respect of both skilled and unskilled help,
the Connaught Laboratories Committee be and it is hereby
given discretionary power to make such departures from
the present Estimates as it - the Committee - may deem
necessary or desirable."

National
Selective
Service
Mobiliza-
tion
Regula-
tions

Consideration was given to the recent re-
gulations dealing with the examination and report by employers
upon the standing of male employees under the National Selective
Service Mobilization Regulations, as amended the 28th day of Jan-
uary, 1944, entitled:

"Employers' Guide
For examination of standing of Male Employees under
National Selective Service Mobilization Regulations".

The Secretary was directed to transmit a
copy of the regulations to the Heads of the various departments,
etc., with the Board's instructions to take the necessary action
required under these regulations before the appointed date, viz:
May 1st, 1944.

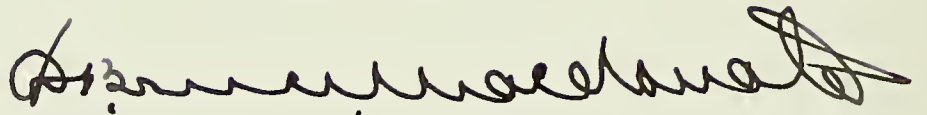
The Bursar reported that Mr. Otto Holden, President of the Royal Canadian Institute, had spoken to him on several occasions about having a conference between members of the Institute and the Property Committee of the Board in connection with the Institute's occupancy of No. 198 College Street. The Board suggested that Mr. Holden take the matter up with Dr. Gibson, Chairman of the Property Committee.

In connection with the visit of Sir Bernard Pares, the President informed the Board of the increasing interest in Slavonic Studies and suggested that provision be made in the Estimates for approximately \$2,000 for this purpose. The Board approved of the President's suggestion.

The meeting adjourned at 5:50 p.m.

Minutes confirmed.

Mar. 23rd, 1944


Chairman.

Minutes of the meeting of the Board of
Governors held in the Board Room, Simcoe Hall, on Thursday, March
23rd, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The Vice-Chairman	Mr. Ross
The President	Dr. Neilly

The Bursar was present as Secretary.

Before proceeding with the business of
the meeting the Secretary reported that he had been informed on behalf
of the following members that they would be unable to attend:-

Hon. Dr. Bruce	Mr. Morrow
Hon. Dr. Ferguson	Mr. Duncan
Mr. LaBine	Hon. Dr. Kelly

The minutes of the last meeting were read
and confirmed.

Arising out of the minutes the following
matters were dealt with:-

In the reference to the appointment of a successor to Principal
M. W. Wallace of University College (vide folio 246), it was ordered
that the following words be deleted:-

"keeping in mind some one who might later succeed to the
office of President of the University."

As the University contemplated in the near future using the site
No. 198 College Street in connection with the erection of a new Univer-
sity building, the Secretary was instructed to so advise the Royal Cana-
dian Institute so that they would have time to make arrangements to ob-
tain quarters elsewhere.

The following report of the Executive Com-
mittee was approved:-

"To the Board of Governors,
University of Toronto.

March 23rd, 1944.

Appoint-
ments

A - Appointments
We have approved the following appointments:-
School of Hygiene:
Miss C. A. Miles - Laboratory Assistant in Epidemiology
and Biometrics, Mar. 17 to June 30,
1944 \$1,000 per an.
Miss P. A. Clark - Technician in Physiological Hygiene,
Mar. 8 to June 30, 1944 \$960 per an.

Transfer

B - Transfers and Adjustments
(1) We recommend that \$300 be transferred from the account
for laboratory attendant to the account for apparatus and supplies
in the Faculty of Forestry.

University
Extension

C - University Extension
(1) We recommend a number of appointments in the Evening
Tutorial Classes.

Statutes
of Senate

D - Statutes of Senate
(1) Statute Number 1630 respecting the Edwin Waterhouse Schol-
arship.
(2) Statute Number 1631 respecting the O'Keefe Award.
(3) Statute Number 1639 respecting the Dominion Board of Insur-
ance Underwriters Award.
(4) Statute Number 1640 respecting the Posluns Brothers Schol-
arship in Anatomy, Physiology and Biochemistry.
(5) Statute Number 1641 respecting the Amelia Sims Chapter,
I.O.D.E. Bursary.
(6) Statute Number 1628 respecting the courses of study in the
School of Law for the Session 1944-45.

(Sgd) D. Bruce Macdonald
Chairman of the Board

(Sgd) H. J. Cody,
President

(Sgd) Geo. H. Ross,
Chairman of the Finance Committee."

Appoint-
ments in
Evening
Tutorial
Classes

The appointments in the Evening Tutorial
Classes, Department of University Extension, referred to in the fore-
going report of the Executive Committee, are as follows:-

D. S. Ainslie	- Physics (4 lectures)	\$40
Miss F. M. Quinlan	- Physics (3 lectures)	30
Arnold Banfield	- Plastics	50
B. P. Skey	- Russian	60

The following recommendations by the Presi-
dent were approved:-

Adjust-
ments in
Zoology

That on account of the absence of Professor K. C. Fisher,
the following amended adjustments be made in the Department of
Zoology for the balance of the present Session:-

Adjust-	Dr. Jeanne Manery Fisher	- Mar. 1 to June 30, 1944	\$108 per mo.
mts in	J. C. Hall	- May and June	75 " "
Zology	Miss D. McLean	- May and June	75 " "
(ont'd)			

Addition-
 a appro-
 priations
 for No. 146
 St. George
 Street
 and
 Women's
 Residences

That following the purchase of No. 146 St. George Street and in order to provide for additional accommodation for women students, the following appropriations for alterations, furnishings and provisions be granted:-

For 1943-44:

No. 146 St. George Street:
"Alterations"

- \$14,000

Women's Residences:

"Housekeeping Account: Combined General Charges":

Provisions - \$5,800

Wages, Cleaning and House Service - 2,200

Furnishings and Sundry Renewals

(kitchen and dining room equipment) - 260 - 8,260

For 1944-45:

No. 146 St. George Street:
"Furnishings"

- 5,500

(with permission to order the furniture now and pay for it in 1944-45).

Method of
 charging
 above
 appropria-
 tions
 referred
 to the
 Chairman

In connection with the additional appropriations for "Alterations" and "Furnishings" at No. 146 St. George Street, the question of charging these against capital or revenue or distributing them over a period of three years was discussed. This matter was referred to the Chairman of the Board.

Communications were presented and dealt

with as follows:-

Recommen-
 dation of
 Scholar-
 ship Com-
 mittee
 withdrawn

From the Registrar stating that the Senate's Committee on Scholarships had reported to the Senate that it was of the opinion that the following recommendation of the Committee might be withdrawn for the present:-

"That the following paragraph appear in the calendar of the various faculties and schools:-

'The award of any scholarship, prize, fellowship or bursary which is not endowed is contingent upon the receipt of the necessary funds.'"

Purchase
of second-
hand
press to
be charged
against
University
Press
Surplus
Account

From Dr. W. J. Dunlop, Acting Manager of the University Press, transmitting a request on behalf of the Printing and Publications Committee to be permitted to purchase a second-hand press, and the Board approved of the purchase by the University Press of a Miehle Vertical Press at a cost of \$4,000., to be charged against "Plant" and taken from the "University Press Surplus Account".

Signing of
consent re
incorpora-
tion of
University
Settlement

From Mr. W. R. Cowan transmitting form of consent in connection with an application for incorporation of the name "University Settlement", and authority was given for the signing of this document on behalf of the Governors.

Transfer
to City of
Toronto of
small area
of land at
corner of
Hoskin and
St. George

From the University Superintendent transmitting a report and blueprint in connection with the request of the Commissioner of Works, City of Toronto, that the University dedicate a small triangular area of land at the south-east corner of Hoskin Avenue and St. George Street to enable the roadway to be widened at that point and thereby improve the traffic conditions. The Board concurred in the Superintendent's recommendation that this request be granted on the understanding that the University is put to no expense in the matter and that the present University fence is re-established on the new line to the satisfaction of the Superintendent.

Permission
to City of
Toronto to
lay a drain
near Hart
House

Also from the University Superintendent transmitting a report and plan in connection with the proposed laying of a drain by the City of Toronto from Queen's Park east of Hart House to the University Creek sewer south of Hart House, and upon his recommendation the Board approved of this work being proceeded with on the understanding that the University would be at no expense in the matter and that the work, including the restoration of University property to its original state, is done to the satisfaction of the Superintendent.

In this connection, however, the Board gave instructions that before the work is commenced consideration was to be given to

the effect it would have on the present sewer outlet from the Royal Ontario Museum.

From Mrs. Robertson conveying the grateful appreciation of herself and family for the resolution passed by the Board in connection with her husband, the late Dr. D. E. Robertson.

From Mrs. Martin expressing sincere thanks for the compassionate allowance granted to her in connection with the death of her husband, the late Professor W. H. Martin.

Donations were reported as follows and were accepted with thanks and appreciation:-

<u>National Research Council:</u>	
\$ 500.00	for Project N.M. 17, Lt. Russell Grant, Medicine
400.00	" " P.E. 8, Prof. V. G. Smith, Electrical Engineering
250.00	for Project for Fish Culture Research, Dr. K. C. Fisher, Zoology
<u>Miscellaneous:</u>	
\$ 1,000.00	from the Dominion Government for Audiometric Research - Pitt - Physics
500.00	from the Registered Nurses' Association of Ontario to assist in the conduct of a refresher course for the nurse personnel of the field agencies participating in graduate student work in the School of Nursing
181.14	(U.S. funds) from the Girard Trust Company, Philadelphia, representing semi-annual income under Will of the late Jean Glasgow for the John Macara, Barrister of Goderich, Scholarship
25.73	from the National Trust Company being a one-half share in the final cash distribution of the John T. White Estate.
<u>For the W. George Switzer Memorial Award in the Faculty of Dentistry:</u>	
\$ 54.00	from the following donors:
	A group of men taking a Refresher Course at the Royal College of Dental Surgeons - \$26.00
	Dr. J. J. Craig, Peterborough - 10.00
	Dr. A. R. Poag, Hamilton - 8.00
	Dr. J. A. Macdonald, Ripley - 5.00
	Dr. S. K. Switzer, Schreiber - 5.00
	<u>\$54.00</u>

The President reported the receipt of the following letter from the Canada Cycle and Motor Company Limited, Weston, offering a graduate fellowship in memory of the late Dr. T. A. Russell:-

T.A. Russell
Research
Fellowship
(Cont'd)

"Dr. H. J. Cody,
President, University of Toronto,
Toronto, Ontario.

Dear Dr. Cody:-

Through the service of our late President, Dr. T. A. Russell, on your Board of Governors, and in many other ways, our Company has always evinced interest in the progress of the University of Toronto.

As evidence of this interest, coupled with the name of our sister Company, Canadian Acme Screw & Gear Limited, with whom Dr. Russell was also connected as President, we would like to assist in the establishment of research fellowships in the Faculty of Applied Science and Engineering as proposed by Dean C. R. Young.

Following out the suggestion of Professor J. A. Newcombe, of the Department of Metallurgical Engineering, who approached us in this connection, there will be made available the sum of \$1,000.00 a year for two years in order to create a research fellowship in the Faculty of Applied Science and Engineering to cover research work in the field of physical metallurgy.

The thought is that this would make it possible to pay a research fellow at the rate of \$100.00 per month during the time that he is engaged on the research and would include the time in which he is registered as a student in the School of Graduate Studies proceeding to an advanced degree. It would make possible the employment of a research fellow for the full twelve months of one year, if that should be desired.

It is the wish of both Companies that the fellowship should be called the "T. A. Russell Research Fellowship", in memory of our late President.

Therefore, formally, on behalf of the joint Companies, I make the offer of this Fellowship through you, as President of the University of Toronto, with the hope that this may be an added step in the development of highly trained young men in the field of industrial research.

Sincerely yours,

(Sgd) G. S. Braden,
President and General Manager,

March 22, 1944.

CANADA CYCLE AND MOTOR COMPANY LIMITED."

Upon the President's recommendation this generous donation was gratefully accepted and the settlement of the academic arrangements for the fellowship were referred to the Senate and to the Council of the Faculty of Applied Science and Engineering.

O'Keefe
Award
in Bio-
chemistry

The Bursar reported that in addition to their award in Commerce and Finance, the O'Keefe Brewing Company, Toronto, had offered a graduate scholarship in Biochemistry upon the following conditions:-

(Keefe
Award
in Bio-
chemistry
(cont'd)

"The O'Keefe Award - Biochemistry. Gift of the O'Keefe Brewing Company Limited, of the value of Two Hundred and Fifty Dollars to be awarded each year by a Committee consisting of the President of the University and the Head of the Department of Biochemistry to the applicant who, being a graduate of Science or Chemical Engineering of any Canadian University and desiring to undertake graduate work at the University of Toronto in the Department of Biochemistry, preferably in Zymology, is considered by the Committee to be the most outstanding in academic accomplishment and the most deserving of financial assistance. Application must be made to the Secretary of the School of Graduate Studies, University of Toronto, not later than April 15th."

This offer was also gratefully accepted by the Board and the academic details were referred for consideration to the Senate and to the Council of the Faculty of Medicine.

Financial
statement

The Bursar presented the financial statement for the month of February.

Provincial
Government
Grants for
1944-45

Following the announcement in the press of grants being provided for the University by the Provincial Government for the coming year 1944-45, the Bursar gave the Board the information he had obtained from Mr. W. K. C. Campbell of the Department of Education in connection with the amounts included for the University in the Government Estimates.

Solicitation
of
funds by
members
of staff
to be
discontinued

In connection with the solicitation at present being made for contributions to the University of Toronto Expansion Fund, it was found that some members of the staff had been soliciting funds for work in their respective departments. As it was suggested by Dr. Neilly that this might interfere with possible future donations to the Expansion Fund the Board requested the President to inform the staff that this practice was not to continue.

Committee to
prepare memo-
randum re-
lating on
charitable
donations

The Board discussed the recent tax regulation passed by the Dominion Government regarding a change concerning the previous exemption for donations to charitable organizations.

Committee
to prepare
memorandum
re ruling
on charit-
able
donations
(Cont'd)

Upon motion of Dr. Neilly,
Seconded by Dr. Gibson,
It was Resolved -

That the following Committee be
and it is hereby appointed to prepare a memorandum for
presentation to the Dominion Government outlining the
unfavourable effect this regulation is having on the
present efforts being made to obtain subscriptions to
the University of Toronto Expansion Fund:-

Mr. Ross
Dr. Neilly
Mr. Morrow

Grant to
Toronto
Conserva-
tory of
Music for
1944-45

The President brought up the question of
the amount to be included in the University Estimates for 1944-45
for the Toronto Conservatory of Music. In view of the absence of
Mr. Morrow this matter was deferred for consideration to the next
meeting.

Commenda-
tion of
the work
of Dr. C.
H. Best

The President read a letter from Mr. D.
H. Gibson complimenting Dr. C. H. Best on the splendid work he
was doing, particularly in connection with the establishment of
the Institute of Physiology.

Authority
to sign
agreement
re Penicil-
lin pending
recommenda-
tion of
Connaught
Laborator-
ies Commit-
tee

Dr. Neilly informed the Board that he had
received a letter from Dr. R. D. Defries stating that a meeting
was to be held in Washington on April 11th for the signing of an
agreement by the manufacturers of Penicillin in both the United
States and Canada, which would facilitate the preparation of
larger quantities of Penicillin through the exchange of technical
information, and the royalty-free use of patents during the war,
and asking that the matter be considered by the Board and author-
ity given for the signing of this agreement by the University.
In view of the fact that this meeting would be held prior to the
next Board meeting, the Governors approved of Dr. Neilly's sugges-
tion that they authorize the signing of the agreement on their
behalf subject to the recommendation of the Connaught Laboratories
Committee.

President
 City to
 consult
 D. C.A.
 Wright

The President was given authority to consult Mr. Cecil Augustus Wright, K.C., B.A., S.J.D., about coming to the School of Law at the University.

Reports of
 Committee
 of Award
 in connec-
 tion with
 the
 McCharles
 Prize

Upon motion of Mr. Bryce,

Seconded by Dr. Gibson,

The following reports of the Committee of Award in connection with the McCharles Prize were approved:-

Report No. 1

Report No. 1
 recommending
 the
 award to
 Dr. L. M.
 Pidgeon,
 Head of the
 Department
 of Metallur-
 gical Engin-
 eering

"To the Board of Governors,
 University of Toronto.

Gentlemen:-

Your Committee begs to report that it held two meetings in the Board Room, Simcoe Hall, one on Tuesday, February 22, 1944, at 4 p.m., at which the following were present:

Professor E. F. Burton	Hon. Mr. Justice Laidlaw
Mr. W. P. Dobson	Mr. N. F. Parkinson
Professor H. E. T. Haultain	Mr. W. E. Segsworth

The Bursar as Secretary,

and one on Tuesday, March 14, 1944, at 4:30 p.m., at which the following were present:

Professor E. F. Burton	Mr. N. F. Parkinson
Professor H. E. T. Haultain	Mr. W. E. Segsworth
Hon. Mr. Justice Laidlaw	

The Bursar as Secretary.

Your Committee has considered the recommendation placed before the Board of Governors by Mr. M. B. Hastings, President of the Engineering Alumni Association of the University of Toronto, together with the memorandum regarding the achievement of Dr. L. M. Pidgeon in developing a new practical method of producing metallic magnesium on a commercial scale. A copy of this submission is attached hereto.

It was considered that this accomplishment came within the terms and conditions contained in the bequest in the Will of the late Aeneas McCharles, dated June 7, 1906, viz:

'To any Canadian from one end of the country to the other, and whether student or not, who invents or discovers any new and improved process for the treatment of Canadian ores or minerals of any kind, after such process has been proved to be of special merit on a practical scale.'

The Committee is of the opinion that Dr. Pidgeon has satisfied the various requirements which would entitle him to the award of the Prize, viz:-

1. A candidate must be a Canadian. Dr. Pidgeon is a Canadian citizen and is domiciled in Canada. He was born on December 3rd, 1903, at Markham, Ontario. He graduated in Arts from the University of Manitoba in 1925, after which he attended McGill University where he received his doctor's degree in 1929 and the Ramsay Scholarship, which enabled him to take post graduate work at Oxford under Professor Egerton.

Report No.1
re McCharles
Prize
(Cont'd)

2. The applicant is responsible for the invention of a new and improved process for the treatment of Canadian ores. The following patents were issued in the name of Dr. L. M. Pidgeon:-

Patents Nos. 2330142 and 2330143 issued in the
United States

Patents Nos. 415764 and 415765 issued in Canada.

3. That the process has been proved to be of special merit on a practical scale. The Pidgeon process for the production of magnesium from Canadian ores (Dolomite) by use of ferro-silicon, is now used in the plant of Dominion Magnesium Ltd., Haley, Ontario. This plant has produced Magnesium by this method for some years, and is presently operating at a production rate of 14 tons of magnesium per day. As a further indication of the importance of the discovery the same process is being used in five separate plants operating in the United States of America.

Your Committee recommends that an award of the McCharles Prize be made to Dr. L. M. Pidgeon.

Respectfully submitted,

(Sgd) E. F. Burton,
Chairman of Committee.

(Sgd) C. E. Higginbottom,
Secretary."

March 23rd, 1944.

- - - - -

Report No.2
recommending the
establishment of a
continuing
committee

Report No. 2

"To the Board of Governors,
University of Toronto.

Gentlemen:

Upon conclusion of the deliberations of the Committee of Award appointed in connection with the McCharles Prize and after completion of its report on the name submitted, the question of establishing a continuing committee to consider and report on future candidates was discussed. It is respectfully recommended that such a committee be appointed and that your Board consider the advisability of entrusting to it powers -

- (a) To make such recommendations for your consideration as may result in uniformity of practice in making the award.
- (b) To recommend for your consideration such changes in the conditions governing the award as may from time to time appear to be advisable.
- (c) To give fitting publicity to the prize and to persons to whom it may be awarded.

Respectfully submitted,

(Sgd) E. F. Burton,
Chairman of Committee.

(Sgd) C. E. Higginbottom,
Secretary."

March 23rd, 1944.

change in
time of
ext
meeting

It was ordered that the next regular meeting of the Board, to be held on April 13th, be called for 3 p.m. instead of 4 o'clock to permit of special consideration being given to the question of appointing a Principal of University College and of making certain other arrangements connected therewith; a reference to this effect to appear on the notices calling the meeting.

*Indeped
m.B.*

The meeting adjourned at 5:55 p.m.

Minutes confirmed.
April, 13th, 1944

Armen H. Woodard
Chairman.

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Minutes of the meeting of the Board of
Governors held in the Board Room, Simcoe Hall, on Thursday, April
13th, 1944, at 3 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The President	Mr. LaBine
Dr. Neilly	Chief Justice Robertson
Hon. Dr. Bruce	Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of
the meeting the Secretary reported that he had been informed on be-
half of the following members that they would be unable to attend:-

Mr. Duncan	Mr. Rogers
Dr. Gibson	Chief Justice Rose
Mr. Morrow	Hon. Dr. Ferguson

The minutes of the last meeting were read
and confirmed.

Arising out of the minutes the following
matters were dealt with:-

The matter of the selection of a successor to Principal Wallace
was gone into at length, and in view of its importance it was thought
advisable to make a final decision as soon as possible. It was accord-
ingly left to the discretion of the Chairman of the Board as to whether
a special meeting should be called or the matter dealt with at the next
regular meeting; and the Chairman stated that he would inform each
member when the subject would come up for discussion.

Owing to the necessity of completing at a meeting in Washing-
ton on April 11th an agreement providing for the free exchange of tech-
nical information regarding Penicillin between the various manufactur-
ers concerned, and the royalty-free use of patents during the war, the
Bursar reported that the Chairman and he had signed on behalf of the

Consider-
ation of
a succes-
sor to
Principal
Wallace

Confirma-
tion of
signing of
letter to
D. Defries
authoriz-
ing him to
sign agree-
ment re
Penicillin

Signing of
agreement
re Peni-
cillin
(Cont'd)

Board, and affixed the seal of the University thereto, a letter of authorization to Dr. R. D. Defries to sign this agreement on behalf of the Connaught Laboratories of the University of Toronto, and

Upon motion of Dr. Neilly,

Seconded by Mr. Bryce,

The Board confirmed the action taken in this matter.

Meeting
between Dr.
Gibson and
representa-
tives of
the Royal
Canadian
Institute

The Bursar reported that in connection with the notification sent to the Royal Canadian Institute regarding its occupancy of No. 198 College Street, Dr. Gibson had requested, in view of his absence from the meeting, that the Bursar inform the Board that he had had a very satisfactory meeting with the following representatives of the Institute:-

Mr. Holden, President
Mr. Gale
Judge Barlow

and it was left with Dr. Gibson to proceed to a final conclusion in the matter.

Grant to
Toronto
Conserva-
tory of
Music for
1944-45

The question of the amount to be included in the University Estimates for the Toronto Conservatory of Music for 1944-45 was again deferred for consideration to the next meeting, owing to the absence of Mr. Morrow.

Executive
Committee
Report

The Board approved of the following report of the Executive Committee, which was not signed on behalf of the Chairman of the Finance Committee:-

"To the Board of Governors,
University of Toronto.

April 13th, 1944.

Appoint-
ments

A - Appointments

We have approved the following appointments and resignations:-
Faculty of Applied Science and Engineering:

E. A. Allcut	- Professor and Head of the Department of Mechanical Engineering, from 1 July, 1944	\$5,500 per an.
--------------	---	-----------------

Ontario College of Education:

Instructors in the University Schools:

G. S. Coward	- April 1 to June 30, 1944	200 " mo.
H. A. Grainger	- resigned	March 1, 1944

Appoint-
ments
(Cont'd)

Faculty of Medicine:

Anatomy:

M. R. Abel)	Demonstrators from	\$250
R. P. McCaffrey)	March 16 to June 30,	300
R. G. MacKenzie)	1944	200
Mrs. D. I. Chubb	-	Assistant in charge of the Museum	
		March 16 to June 30, 1944	455
S. F. MacDonald	-	Research Associate in Medical	
		Research, April 1 to June 30,	
		1944	\$2,200 per month
Mrs. R. C. Partridge	-	Research Associate in Physiology	
		April 1 to June 30, 1944	\$2,200 a year

Physiology:

Miss E. J. Reed	-	Research Assistant, April 1 to	
		June 30, 1944	\$1,750 " "
Miss N. R. Hearn	-	Technical Assistant, April 1 to	
		June 30, 1944	\$850 " "

School of Hygiene:

Mrs. R. Townsend	-	Research Fellow in Physiological Hygiene	
		resigned	Mar.31,1944

Transfers
and adjust-
ments

B - Transfers and Adjustments

- (1) We recommend that \$5,000 be transferred from No. 2 Army Course Fund to "Special Funds" in the Department of Physics.
- (2) We recommend certain adjustments in salaries in the Department of Zoology.

University
Extension

C - University Extension

- (1) We recommend one appointment in the Course in Physiotherapy.

Statutes
of Senate

D - Statutes of Senate

- (1) Statute Number 1615 respecting the Curriculum in Agriculture for the Session 1944-45.
- (2) Statute Number 1616 respecting the Curriculum in Veterinary Science for the Session 1944-45.
- (3) Statute Number 1617 respecting the Curriculum in Pharmacy for the Session 1944-45.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President

Chairman of the Finance Committee."

The details of certain references in the foregoing report are as follows:-

Notice of
motion re
appoint-
ment of
Prof.Allcut

Adjustments
in salaries
in Zoology

1. The matter of the appointment of Professor E. A. Allcut, as Head of the Department of Mechanical Engineering, was considered as a notice of motion and will be recommended at the next meeting.
2. The balance remaining in the salary appropriation of Dr. Rosemary Marvel, Department of Zoology, who has been granted leave of absence for the remainder of the present Session, was distributed as follows:-

Mrs. Barbara Cunningham	-	\$100.
Miss Margaret Wilson	-	250.
Miss Lennora Wallis	-	45.
S. N. Tibbo	-	17.
Total	-	<u>\$412.</u>

Appoint-
ment in
Physio-
therapy

3. The appointment in the Course in Physiotherapy is -
Miss K. I. McMurrich Instruction in Remedial
Gymnastics

\$175

Recommendations by the President were ap-
proved as follows:-

Appoint-
ments in
Ontario
College of
Education

That the following appointments be made in the Ontario Col-
lege of Education at the salaries stated:-

From 1 July, 1944:

A. G. Croal - Assistant Professor of Methods
in Science \$4,100 per annum
(vice Prof. G. A. Cornish, retiring)

R. W. B. Jackson - Assistant Professor and Assistant Direc-
tor, Department of Educational Research,
\$3,700 per annum

Instructors in University Schools:

E. J. Collins - (vice J. D. Morrow, retiring)
\$3,600 per annum

H. L. Dilworth - (vice P. J. Mullin, resigned)
\$3,000 " "

A. H. Loudon - \$3,600 " "

J. R. Willis - (vice J. D. Workman, resigned)
\$3,600 " "

A. J. Phillips - Lecturer, Department of Educational
Research \$2,500 per annum

For 1944-45:

J. L. MacDowell - Instructor in the University Schools
\$2,100

Mrs. Marjory B. Stewart - Assistant Librarian \$1,300

Additional
appropria-
tion for
Athletics
and Physical
Training -
Men

That due to the removal of the Pre-Aircrew on May 15th an
additional appropriation of \$340.00 be granted for the Department
of Athletics and Physical Training - Men, to provide, on account of
the acceleration of the courses in Medicine and Dentistry, the con-
tinuance of Locker Attendants in Hart House as follows:-

Lloyd Green, May 3 to June 28, 1944		
8 weeks @ \$30.00	-	\$240.00
Peter Robb, April 1 to 29th, 1944		
4 weeks @ \$25.00	-	100.00
Total	-	<u>\$340.00</u>

Additional
appropria-
tion for
accelerated
courses in
Dentistry

That an additional appropriation of \$19,000 be granted for
the accelerated courses in the Faculty of Dentistry for the balance
of the present fiscal year 1943-44 to cover the following items:-

Additional
appropria-
tion for
accelerated
courses in
dentistry
(Cont'd)

Salaries: Summer, 1943	\$	98.00	
" "		36.00	
Fall, 1943		3,563.50	
Spring, 1944		6,482.80	
Payments on certificates		<u>1,684.25</u>	
			\$11,864.55
Supplies for Infirmary and Laboratories			5,000.00
General Office Expenses			400.00
Building and Maintenance			<u>1,500.00</u>
Total additional expenses	-		<u>\$18,764.55</u>

Continuing
Committee
appointed
for the
McCharles
Prize

That a continuing committee of the following members be appointed for the McCharles Prize, to consider and report on future candidates, this Committee to act until further order of the Board:-

- | | |
|------------------------------|-------------------------------------|
| Expert in Mineralogy | - W. E. Segsworth |
| Expert in Electricity | - W. P. Dobson |
| Expert in Physics | - Professor E. F. Burton (Chairman) |
| The Hon. Mr. Justice Laidlaw | Professor H. E. T. Haultain |
| Mr. N. F. Parkinson | Mr. W. Eric Phillips |

The Bursar, C. E. Higginbottom (Secretary).

Communications were presented and dealt with as follows:-

Clearance
granted to
J. M. Puley
re his ad-
mission to
Faculty of
Applied
Science and
Engineering

From Mr. John M. Puley and the University Registrar in connection with Mr. Puley's application for admission to the Faculty of Applied Science and Engineering for 1944-45, and also regarding arrears of fees amounting to \$85.65 which he owed the University when he withdrew from Second Year Medicine in 1940, to enlist in the R.C.A.F. After 2½ years of service he was discharged on account of his physical condition. In view of Mr. Puley's military record, and on the understanding that his case is not to create a precedent, the Board ordered that he be given a clearance and allowed to register in the Faculty of Applied Science and Engineering, subject, of course, to the necessary academic qualifications.

Waiving of
fees of L.
M. Dorfman
re National
Research
Council
Bursary

From the Registrar advising that Mr. L. M. Dorfman of Winnipeg was a candidate for a National Research Council Bursary and that in accordance with the Council's regulations a bursary would be awarded only if the University at which it be held would waive or provide all

Waiving of
fees of L.
M. Dorfman
(Cont'd)

fees for tuition. The Board ordered that in the event of Mr. Dorfman attending the University of Toronto his tuition fees, amounting to \$125.00, be waived.

Additional
appropriation for
Microscopes,
University
Press

From the Acting Manager of the University Press requesting an additional sum of \$3,000 for "Microscopes" to enable them to purchase 50 new instruments at a cost of \$7,150. This additional appropriation was granted, to be treated as an expenditure from "Operations" during the current year.

Letter of
protest
against
salary in-
crease to
Mr. J. R.
Gilley

From Mr. R. R. Grant, a member of the Hart House Finance Committee, protesting at the irregular way in which the recent increase in salary was granted to Mr. J. R. Gilley, Acting Warden of Hart House. This letter was laid on the table.

Letters pro-
testing
against
recent ap-
pointment
to Headmas-
tership of
University
Schools

From the Secretary of the Ontario Secondary School Teachers' Federation transmitting excerpts from several letters received from members of the Federation protesting against the recent appointment of Mr. W. B. MacMurray, B.A. to the Headmastership of the University of Toronto Schools, and enquiring as to the basis of the selection for such a post and whether the possession of certain academic qualifications are of any value in securing an appointment. This letter was referred for reply to the President.

Notification
by Dominion
Government
of termina-
tion of
agreement re
Pre-Aircrew
Detachment

From the Deputy Minister of National Defence for Air advising of the termination on May 15th of the agreement with the University for the training and accommodation of the Pre-Aircrew Educational Detachment; and requesting that the costs for the month of May be minimized to the greatest possible extent.

Approval of
Estimates
of Ontario
College of
Education

From Dean A. C. Lewis transmitting the Estimates of the Ontario College of Education for 1944-45, totalling \$260,000.00, and these Estimates which had already been approved by the Minister of Education were also approved by the Board.

The following donations were reported and were accepted with thanks and appreciation:-

A cheque for \$1,000 from the Laura L. Ockley Scholarship Committee, presented to President Cody on April 11th and representing an initial donation towards the establishment of the Laura L. Ockley Scholarship in Home Economics at the Ontario College of Education in honour of Miss Ockley, the annual value of the award being \$100. Settlement of the academic details was referred to the Senate, and the Board approved of the Committee's request that 3% be allowed on the balance of this donation remaining at each June 30th, commencing in 1945.

A cheque for \$100 from the Household Science Alumnae Association for a prize in memory of the late Miss Annie L. Laird, to be given to a student in the Department of Household Science ranking second in first-class honours in the Fourth Year, unless the student who stands first does not accept the Marion Dickenson Scholarship, in which case it will be given to the student ranking first. The academic details were referred to the Senate for settlement.

Notification of the following donations was also reported:-

From the Chartered Trust & Executor Company stating that they were now prepared to pay the remainder interest of the University in the Estate of the late Elizabeth Ann Wintercorbyn, representing a legacy of \$1,000 which had been subject to the life interest of Mrs. Catherine Shields; and that as Mrs. Shields had died on March 19th, 1944, they would forward a cheque for \$1,000 plus profits on the sale of the assets of the Trust, totalling \$1,024.57, if the University would complete their form of release. Authority was given for the signing of this release on behalf of the Governors. This legacy was, of course, in addition to the bequest of 2/3rds of the residue of the Estate of Mrs. Wintercorbyn which was paid to the University in January, 1929, and used for scholarships in Botany, Modern Languages, and English and History.

Laura L.
Ockley
Scholar-
ship in
Home
Economics,
Ontario
College of
Education

Annie L.
Laird Prize
in House-
hold
Science

Elizabeth
Ann Winter-
corbyn
Legacy for
Scholar-
ships

Grant from
Nutrition
Foundation,
Inc., for
vitamin
research

From the Nutrition Foundation, Inc., New York, advising that their Board had approved of payment of \$1,700 to the University, being a renewal of the grant to Dr. E. W. McHenry, School of Hygiene, for research on "Retention of B. vitamins in rats on various diets".

Bequest in
Will of
the late
Dr. Harold
Clark

From the Public Trustee, Osgoode Hall, advising of the following bequest to the University under the Will of the late Dr. Harold Clark:-

"Upon the death of the last person entitled to the income from my Estate, I direct my trustees to give all the residue of my Estate to the Governors of the University of Toronto to be held by them in trust for the promotion of scientific research in any faculty of the said University, preferably dental research, the income therefrom only to be used and the particular branch or field of scientific research to be determined from time to time by the Board of Governors."

Other
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$ 2,103.93	for Project A.M.1, Best-Bazett, Banting and Best Research
2,000.00	for Project E.E. 1-9, Dr. G. F. Wright, Chemistry
350.00	" " C.W. 510, Dr. Leslie Young, Biochemistry

The Rockefeller Foundation:

\$ 4,544.56	2nd quarterly instalment of grant for research in Psychiatry
1,117.88	4th quarterly instalment for research in Nutrition under Dr. E. W. McHenry
750.00	4th quarterly instalment of grant re Nutrition Study in the School of Hygiene

Miscellaneous:

\$12,795.63	from the Department of National Defence for Air for residence accommodation, etc., for No. 23 Pre-Aircrew Educational Detachment from Jan.31 to Feb.27, 1944.
1,000.00	for credit of the "T.A.Russell Research Fellowship" from the following companies:-
	Canadian Acme Screw & Gear Limited - \$ 500
	Canada Cycle & Motor Company Limited - 500
	<u>\$1,000</u>
580.00	(U.S. funds) from the Geological Society of America as a further payment on their grant to Dr. N. B. Keevil for research in Geophysics
500.00	from Mr. B. Sadowski for the Sadowski Scholarship awards in the School of Social Work and in Sociology for 1944

Donations
(Cont'd)

Miscellaneous donations (Cont'd):

\$ 150.00 from the University of Toronto Schools Old Boys' Association for their Scholarships for 1943-44
50.00 from Mr. L. C. Outerbridge to cover his portion of the contributions towards the Cornelius Arthur Masten Fellowship in Law

Limitation
of First
Year
Medical
Students

The President presented a letter from Dr. E. S. Ryerson in connection with the ruling of the Board that not more than 150 students were to be admitted to the First Year of the Faculty of Medicine, and after considering the matter the Board decided that no change should be made in the present arrangements.

Current
Expendi-
ture

The Bursar presented the bank statement for the month of March, and also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the balance of the month of April and the first part of the month of May. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Leave of
Absence
for war
service

The Bursar also presented the following list, covering the period from January 1st to March 31st, 1944, of members of the staff who had been granted leave of absence for the duration of the war:-

<u>Name</u>	<u>Title</u>	<u>Depart- ment</u>	<u>Date of Leave</u>	<u>Rank</u>
<u>ADMINISTRATION:</u>				
Booth, Miss J.E.	Assistant	Registrar's Office	Feb., 1944	War Ser- vices, Y.M.C.A.
<u>ARTS:</u>				
Fisher, K.C.	Assistant Professor	Zoology	Mar., 1944	Operation- al Research, Army
Welsh, H. L.	Assistant Professor	Physics	Jan., 1944	Operation- al Research, R.C.N.

Note: Total number now on leave of absence, including Women's Divisions, 231; Men, 210, Women, 21.

Presentation
of list of
Governments,
Services, etc.,
where mem-
bers of staff
are serving

There was also presented a classified list
showing the different Governments, Services, and Crown Companies,
in which the various members of the staff are serving during their
leave of absence.

*Indepd
M.B.*

Minutes confirmed.

April 27 1944

The meeting adjourned at 5:50 p.m.

[Signature]
Chairman.

Minutes of the meeting of the Board of
Governors held in the Board Room, Simcoe Hall, on Thursday, April
27th, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Duncan
The Vice-Chairman	Chief Justice Rose
The President	Mr. Morrow
Hon. Dr. Kelly	Mr. Ross
Mr. LaBine	Dr. Neilly

The Bursar was present as Secretary.

Before proceeding with the business of
the meeting the Secretary reported that he had been informed on behalf
of the following members that they would be unable to attend:-

Hon. Dr. Bruce	Mr. Rogers
Chief Justice Robertson	Mr. Bryce
Hon. Dr. Ferguson	

The minutes of the last meeting were read
and confirmed.

Arising out of the minutes the following
matters were dealt with:-

In connection with the selection of a successor to Principal
Wallace of University College, the Chairman of the Board stated that as
arranged at the last meeting he had informed the available members pri-
or to to-day's meeting that it was desirable that a decision be made in
this matter as soon as possible.

After considering the matter at length -

It was moved by Mr. LaBine,
Seconded by Mr. Morrow,
And unanimously Resolved -

That this Board approves the Presi-
dent's recommendation that Sidney E. Smith, Esq., K.C., M.A., LL.D.,
D.C.L., at present President of the University of Manitoba, be of-
fered the position of Executive Assistant to the President of the
University of Toronto and Principal of University College, with the
promise of succession to the Presidency of the University in due time.

Consider-
ation of
a succes-
sor to
Principal
Wallace

Consideration of a successor to Principal Wallace (Cont'd)

It was moved by Dr. Neilly,
Seconded by Mr. Duncan,
And unanimously Resolved -

That the Chairman of the Board and the President be requested to take this matter up with those interested in order that arrangements may be made for the release of the information from all sources at the same time.

It was suggested that if the above offer be accepted the annual remuneration be as follows:-

Salary	-	\$10,500	
Expenses	-	<u>1,500</u>	
			\$12,000

Plus free house.

Royal Canadian Institute - new quarters

The Bursar presented a letter from the Royal Canadian Institute advising that they would consider the question of new quarters more fully and would meet with Dr. Gibson later.

Confirmation of arrangements re charges for Pre-Aircrew Educational Detachment

The Board confirmed the arrangements made with the Dominion Government and approved by the President, that the charges for accommodation, meals, etc. for the Pre-Aircrew Educational Detachment, upon the termination of their agreement with the University, effective May 15th, 1944, would be made on the minimum basis of 260 up to and including May 28th, the end of a weekly period. This means that the University would forego any payment for the last three days of the month as provided for in the contract.

Executive Committee Report

The report of the Executive Committee, which was not signed on behalf of the Chairman of the Finance Committee, was approved as follows:-

"To the Board of Governors,
University of Toronto.

April 27th, 1944.

Appointments

A - Appointments

We have approved the following appointments and resignations:-
Faculty of Arts:

M. W. Wallace	- Principal Emeritus of University College and Professor Emeritus of English from July 1, 1944.
A. L. Persons	- Professor Emeritus of Mineralogy from July 1, 1944.

Faculty of Medicine:

Miss M. L. Howard - Technician in Neuropathology in Pathology and Bacteriology, from April 1, 1944 \$175 a mo.

Faculty of Applied Science and Engineering:

R. J. Brown - Assistant Professor of Electrical Engineering, resigned June 30, 1944
 R. W. Angus - Professor Emeritus of Mechanical Engineering from July 1, 1944
 E. T. Williams - Research Assistant in Civil Engineering, Municipal and Structural, May and June, 1944 \$175 a mo.

Chemical Engineering:

W. G. MacElhinney) 175 a mo.
 C. Potter) Research Assistants for 175 a mo.
 W. F. Graydon) May and June, 1944 175 a mo.
 R. C. Cline - Research Assistant in Mechanical Engineering, May and June, 1944 175 a mo.

Faculty of Household Science:

Miss E. S. Dewar - Clerical Assistant (part time) in Household Science and Assistant (part time) in Food Chemistry, resigned May 15, 1944

School of Nursing:

Mrs. J. Tenor - Librarian (part time) resigned Apr. 30, 1944

B- Transfers and Adjustments

- (1) Transfer of \$300 from the current account to the fund for occasional assistance in the University Library.
- (2) Transfers in the School of Nursing.

D - Statutes of Senate

- (1) Statute Number 1624 respecting the Courses for Study in the Faculty of Arts for the Session 1944-45.
- (2) Statute Number 1642 respecting the Elementary and Intermediate Certificates in Chinese Studies, and the Diploma in Chinese Studies.
- (3) Statute Number 1646 respecting a Diploma in Veterinary Public Health.
- (4) Statute Number 1647 respecting a Certificate in Public Health.
- (5) Statute Number 1648 respecting the Academy of Dentistry Prize.
- (6) Statute Number 1649 respecting the F. K. Morrow Forestry Scholarship.
- (7) Statute Number 1654 respecting a Diploma in Dental Public Health.

(Sgd) D. Bruce Macdonald,
 Chairman of the Board.

(Sgd) H. J. Cody,
 President.

Chairman of the Finance Committee."

The transfers in the School of Nursing referred to in the foregoing report are as follows:-

7 Queen's Park

From "Gas")
 To "Repairs and Renewals" - \$240.00

School of Nursing Annex, 85 Grenville St.

From "Hydro") \$110.00
 From "Water") 7 Queen's Park 40.00
 \$150.00

To "Gas" - \$150.00

Transfers
in School
of Nursing
(Cont'd)

From the funds of the School of Nursing
To a Special Account for the purchase of books to be
known as "Trust Fund Rockefeller - School of
Nursing - Library Fund"
(charges against this account to be certified to
by the University Librarian)

- \$400.00

Distribution to the appropriations in the School of
Nursing of the sum of \$12,930.00, representing
additional income plus a sum available for transfer
as follows:-

Available for use or transfer

Balance in fund allocated to Special Teaching	\$ 725.00
Tuition fees: surplus over original estimate	800.00
Residence dues: surplus over original estimate	3,306.82
Additional income: grant from Federal Government through Canadian Nurses' Association to Registered Nurses' Association of Ontario and thence to the School of Nursing	6,000.00
Accumulated surplus from 1942-43 in funds belonging to the School of Nursing	2,098.18
	<u>\$12,930.00</u>

Requested use of above surplus funds

Transfer to:		
Salaries		\$ 730.00
School Maintenance:		
Office Supplies	\$ 500.00	
Classroom, Library, Advertising	<u>1,250.00</u>	1,750.00
Residence Maintenance:		
Wages, Food, Laundry, Miscellaneous		2,900.00
School of Nursing Annex, 85 Grenville St:		
To cover special expenditure on new residence annex - rent, decoration, etc.		5,150.00
Superintendent's account:		
School of Nursing Annex, 85 Grenville St. (previously allocated)		750.00
Superintendent's account:		
To be allocated as follows:		
7 Queen's Park:		
Repairs & renewals	\$ 275.00	
Telephones	25.00	
S.of N. Annex - 85 Grenville St:		
Gas	150.00	
Residence maintenance	<u>800.00</u>	1,250.00
Special account in U. of T. Library:		
(to be known as "Trust Fund Rockefeller - School of Nursing - Library Fund"; see above) to be used to purchase books requested by the School of Nursing		400.00
	<u>\$12,930.00</u>	<u>\$12,930.00</u>

Appoint-
ment of
Prof. E.
Allcut
as Head
of Depart-
ment of
Mechanical
Engineering

Recommendations by the President were

approved as follows:-

That in accordance with notice of motion given at the last meeting, Professor E. A. Allcut be appointed Professor and Head of the Department of Mechanical Engineering from July 1, 1944, at a salary at the rate of \$5,500 per annum; the notification of this appointment not to be sent to Professor Allcut until the Estimates for the year 1944-45 have been approved.

Payment to
the widow
of John J.
Brown, for-
merly lec-
ture assist-
ant in
Civil Engin-
eering:M&S.

That Mrs. Brown, widow of John J. Brown, lecture assistant in the Department of Civil Engineering: Municipal and Structural, who died on April 22, 1944, be paid an amount equivalent to the salary which would have been paid to her late husband for the balance of the present Session, i.e., for the months of May and June.

Arrangements
in Banting &
Best Depart-
ment of Med-
ical Research

That the following arrangements proposed by Dr. C. H. Best, to facilitate the work of Dr. Bruno Mendel in the Banting and Best Department of Medical Research, be made effective as from July 1, 1944:-

New department
of Cellular
Physiology

Promotion of
Dr. Bruno
Mendel

Funds for
new depart-
ment

1. That a sub-department of Cellular Physiology be created in the Banting and Best Department of Medical Research.
2. That Dr. Bruno Mendel be promoted to be Professor in the Banting and Best Department of Medical Research and appointed Head of the Sub-Department of Cellular Physiology.
3. That the funds necessary to maintain the new Sub-Department be arranged for as follows:
 - (a) That the sum of \$5,000 per annum be provided by the University to pay a salary to Professor Mendel, who has previously given his services gratuitously.
 - (b) That three Research Assistants or Fellows be appointed, to be paid, if possible, through Special Funds, or two to be provided for from Special Funds and one by the Banting and Best Department of Medical Research.
 - (c) That \$1,600 be provided by the Banting and Best Department of Medical Research for the general expenses of the Department.

Bursaries
in Applied
Science for
1944-45

That the sum of \$1,000 be granted for 1944-45 for Bursaries to First Year students in the Faculty of Applied Science and Engineering.

Bursary to
Klaus
Rothfels,
University
College

That a bursary of \$125 be granted to Klaus Rothfels, Fourth Year Biology student in University College, to be applied towards his fees, as he is living under extremely difficult conditions.

Communications were presented and dealt with as follows:-

Request to
Minister of
Munitions &
Supply for
distribution
of Govern-
ment-owned
equipment
to educa-
tional
institutions

From Dean C. R. Young transmitting a memorandum prepared by the Engineering Alumni Association setting forth the need of much new equipment for the rehabilitation of the engineering laboratories at the University; and with a view to having some of the Government-owned equipment turned over to the University of Toronto to the Board instructed the Secretary to communicate with the Hon. C. D. Howe, Minister of Munitions and Supply, requesting that an Order-in-Council be issued enabling the War Assets Corporation to dispose of such equipment to educational institutions without charge other than freight and handling.

Acceptance
of offer
of the
Canadian
Institute
of Chem-
istry to
pay tribute
to Prof. J.
Watson Bain
and Dr. W.
Lash Miller

From Mr. A. E. R. Westman, Toronto Branch, Canadian Institute of Chemistry, in connection with their desire to use their Reserve Fund, amounting to \$140.00, to pay tribute to the pioneer work of Professor J. Watson Bain and Dr. W. Lash Miller in organizing the Canadian Institute of Chemistry some twenty-four years ago, and transmitting a motion passed at a recent meeting -

"authorizing the Committee on Reserve Fund to offer the reserve fund to the University of Toronto, the fund to be used in erecting a tablet or tablets in a suitable University building or buildings in tribute to the Institute work of Professor Bain or Dr. Miller; these tablets or tablet preferably to be in such a position that they would command the attention of students taking chemistry and chemical engineering."

Mr. Westman further stated that since it appeared probable that the Canadian Institute of Chemistry, as such, would be amalgamated with other chemical societies in Canada to form a new organization known as the Chemical Institute of Canada within the current year, there would be some advantage if this fund could be turned over to the University within the next few months.

Canadian
Institute
of Chemistry
offer
(Cont'd)

This offer was accepted with sincere thanks and appreciation on condition that the inscriptions and locations are approved by the Institute of Chemistry, and the Chairman of the Board and the President of the University.

Toronto
Conservatory
of Music
matters
referred
to the
Finance
Committee

From Mr. W. K. Gibb, Secretary-Treasurer of the Toronto Conservatory of Music, covering the following matters, which were referred to the Finance Committee for consideration and report:-

1. Application for payment of \$3,000.00, being balance of the special grant for 1943-44 from the University.
2. Request for permission to pay off the sum of \$4,370.40, being balance of the loan advanced by the University for rebuilding the organs.
3. The Estimates for 1944-45 with an explanatory letter from the Chairman of the Conservatory's Finance Committee.
4. Request for a grant from the University for 1944-45 to cover the deficit of \$10,017.00 plus \$500 for Sir Ernest MacMillan's salary.

Hart House
Estimates
referred to
Finance
Committee

From Mr. J. R. Gilley, Acting Warden, forwarding the Estimates of Hart House for 1944-45 together with a report of their Finance Committee. In the absence of Mr. Bryce, Chairman of the Hart House Committee, these were referred to the Board's Finance Committee at the suggestion of the Chairman of the Board.

Banting
Research
Foundation
Annual
Statement

From Dr. V. E. Henderson, Secretary-Treasurer of the Banting Research Foundation, transmitting a copy of the audited Financial Statement of the Foundation for the year ending September 30, 1943.

Letter of
Thanks from
Royal Canadian
Institute

From Mr. Otto Holden, President of the Royal Canadian Institute, stating that a vote of thanks was extended at their Annual Meeting to the Board of Governors for the many courtesies shown to the Institute during the past Session.

James Metcalfe
MacCallum
Bequest
for
Medical
Research

The Bursar presented a letter from Dr. C. H. Best enclosing a notification from the Public Trustee, Osgoode Hall, of the following bequest under the Will of the late James Metcalfe MacCallum:-

"Upon certain contingencies a bequest to the Banting Research Institute of the University of Toronto to aid in medical research."

James Met-
calfe
MacCallum
Bequest
(Cont'd)

The Bursar informed the Board that from information obtained from the Will and from Mr. F. C. L. Jones, K.C., Solicitor for the Estate, it appeared that the possibility of the University benefiting from the Estate was very remote in view of the fact that provision is first to be made for any issue of the children of the deceased, and there are grandchildren living now. However, in the event of any funds being received the Board approved of the Bursar's recommendation that the same be credited to the Banting and Best Department of Medical Research.

Acceptance
of gift
from Clark-
son, Gordon,
Dilworth &
Nash of a
Prize in
Accounting

The President presented a letter from Professor C. A. Ashley stating that he had approached Messrs. Clarkson, Gordon, Dilworth and Nash, the University Auditors, about prizes and scholarships and that they had sent him a letter offering to donate the sum of \$200 annually to provide a prize of \$50 in Accounting in each of the four years of the Course in Commerce and Finance, the suggested wording for the award being -

"The Clarkson Prize in Accounting, the gift of Clarkson, Gordon, Dilworth and Nash, of the value of \$50.00"

This offer was gratefully accepted and the academic details were referred to the Senate for settlement.

Other
donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:

\$25,000.00	for Project Physics - "Radar R" - Pitt
5,000.00	" " A.M. 1 - Graham-Page (formerly held in the name of Dr. H. C. Bazett)
2,250.00	" Project Med. 20, Dr. P. H. Greey, Pathology and Bacteriology
1,135.00	" Project M.P. 31, Dr. D. Y. Solandt, Physiology
850.00	" " Metabolism of Riboflavin, Dr. Andrew Hunter, Pathological Chemistry
850.00	" Project M.P. 14, Dr. R. E. Haist, Physiology
260.00	" " Med. 26, Dr. D. Y. Solandt, Physiology

Miscellaneous:

\$15,563.50 from Department of National Defence for Air for residence accommodation, etc., for No. 23 Pre-Aircrew Educational Detachment from Feb. 28 to Apr. 2, 1944.

Donations
(cont'd)

Miscellaneous donations (cont'd):

\$ 1,024.57	from the Chartered Trust & Executor Company, representing the remainder interest of the University in the Elizabeth Ann Wintercorbyn Estate, and to be used for a scholarship in English and History upon conditions approved by the Board in 1929.	
930.43	from the Rockefeller Foundation, New York, for School of Hygiene as follows:-	
	Grant for Field Training Facilities for students in Public Health and Public Health Nursing	- \$1,250.00
	Less unused balance re Nutrition Study grant	- 319.57
		<u>\$ 930.43</u>
50.00	from the Public Speaking Association of University College for their bursary for 1944-45.	
25.00	from the American Society of Heating and Ventilating Engineers for the award of their Prize for 1943-44.	

Financial
statement

The Bursar presented the financial statement for the month of March, 1944.

Funds
available
for investment
to be
used to
purchase
Sixth Victory
Loan
bonds and
Province
of Ontario
bonds

In connection with the report of the Bursar at the meeting of the Finance Committee on January 24, 1944, that there was approximately \$500,000 available for investment, the Board adopted a recommendation of the Finance Committee that this sum be invested in the Sixth Victory Loan, together with whatever additional funds were available. The Bursar reported that there was now approximately \$800,000 available for investment, and upon the recommendation of Mr. Ross authority was given to invest this amount in the following bonds:-

\$400,000 Dominion of Canada Sixth Victory Loan
3% Bonds, due 1 June, 1960

\$400,000 Province of Ontario 3½% Bonds, due
15 October, 1973

the purchase of the Province of Ontario bonds being referred to Mr. Ross, as Chairman of the Finance Committee, to complete.

Taxes on
No. 415
Yonge
Street

The Bursar also reported that the University Solicitor had informed him that the question of taxes on the Margaret Eaton School property at No. 415 Yonge Street had come up again and that in a conference with the Solicitor he had learned that Mr. Mason, representing the T. Eaton Company, took the stand that the

Taxes on
No. 415
Yonge
Street
(Cont'd)

property was not subject to tax and therefore no appeal would be made, and that the University Solicitor was of the opinion that the University should take the same stand. After explaining to the Board the two positions the University could take in the matter, either a similar stand to that of the T. Eaton Company, viz: that the property was being used by the University and not subject to tax; or of taking the same stand but entering an appeal through the Court of Revision for exemption, especially in view of the fact that in 1943 the time for an appeal had elapsed before any action had been taken by Eaton's, the Bursar was instructed by the Board to request the University Solicitor to take whatever action he deemed best in the interests of the University.

Postpone-
ment of
Senate
Elections

The Bursar stated that in connection with the Board's application to the Provincial Government to have included in the Statute Law Amendment Act of 1944 a clause covering the postponement of the Senate Elections until September, 1945, he had enquired of the Secretary to the Minister of Education and was advised that this matter had not been provided for at the recent Session of the Legislature. The matter was referred to the Chairman of the Board and the President.

Report of
the Special
Committee
on the
Closing of
Books at
June 30th

The following report of the Special Committee appointed to consider the question of the closing of the books at June 30th was approved:-

"To the Board of Governors,
University of Toronto.

Gentlemen:-

Your Committee beg to report that they held a meeting in the Board Room, Simcoe Hall, on Thursday, April 20th, at 4:30 p.m., at which the following were present -

The Chairman of the Board
The President

Dean C. R. Young
Professor F. B. Kenrick
Professor H. Wasteneys
The Superintendent

The Bursar, as Secretary.

Mr. Ross, Chairman of the Finance Committee, was unable to attend, owing to absence from town.

Report of
the Special
Committee
on the
Closing of
Books at
June 30th
(Cont'd)

Your Committee found those present co-operative in an effort to reduce the difficulties in the Bursar's Office, consequent on such a large number of accounts being sent in at the end of June.

After a full discussion of the factors in the situation, and consideration of the difficulties involved, your Committee now recommend that the notice sent out on January 31st be recalled, and that another notice be sent out to all concerned, advising them that -

- 1. No account received after June 20th will be paid in the current year.
- 2. Requisitions sent in between June 20th and 30th may be honoured but will be charged to the year commencing July 1st.

Your Committee make their recommendation in view of the fact that many of the University departments are operating until the end of June, and some of them continuously throughout the year.

Respectfully submitted,

(Sgd) D. Bruce Macdonald,
Chairman of Committee."

April 20th, 1944.

Notice to
be sent
to Univer-
sity
departments
re Closing
of Books

The Board also approved of the wording contained in the following notice to be sent to the various University departments in this connection:-

"UNIVERSITY OF TORONTO

Bursar's Office,
April 27th, 1944.

Dear Professor

RE: Closing of Books at 30th June

Referring to the notice of January 31st, 1944, I am now writing to advise you that the Board of Governors have given further consideration to this matter, and I have been directed to inform you that the following instructions are to be substituted therefor:-

- 1. No account received after June 20th will be paid in the current year.
- 2. Requisitions sent in between June 20th and 30th may be honoured but will be charged to the year commencing July 1st.

Yours truly,

(Sgd) C. E. Higginbottom,
Bursar and Secretary to the Board of Governors."

*Indexed
m.B.*

The meeting adjourned at 6:15 p. m.

Minutes confirmed.
May 11th 1944

[Signature]
Chairman.

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Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, May 11th, 1944, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The President
Hon. Dr. Ferguson
Dr. Neilly

Chief Justice Robertson
Mr. Ross
Mr. Duncan
Mr. LaBine

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCullagh
Mr. Bryce
Mr. Rogers

Chief Justice Rose
Hon. Dr. Bruce

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

The Chairman read the following letter he had sent to Dr. Sidney E. Smith, President of the University of Manitoba, and Dr. Smith's reply thereto, in connection with the appointment of a successor to Principal Wallace of University College:-

"Sidney E. Smith, Esq., K.C., M.A., LL.D., D.C.L.,
President, University of Manitoba,
Winnipeg, Manitoba.

My dear President Smith:-

It is my privilege as Chairman of the Board of Governors of the University of Toronto to offer you in the name of the Board the position of Executive Assistant to the President and Principal of University College, with the promise of succession to the Presidency of the University in due time.

The financial remuneration suggested by our Board is \$10,500 a year salary, with \$1,500 additional for expenses, and a house.

Letter
from the
Chairman
of the
Board to
Dr. Sidney
E. Smith
offering
him the
position
of Execu-
tive
Assistant
to the
President
and Prin-
cipal of
University
College

The Chair-
man's
letter to
Dr. Sidney
E. Smith
(Cont'd)

The appointment will date from the 1st of July of this year with the salary payable accordingly.

It will not be necessary for you to report for duty until you are ready to move to Toronto, but it is desirable that the President should be informed as to your plans as to reporting for duty.

We have made as definite arrangements as possible at this end to have no announcement of the appointment made until after May 12th as you requested. The President will send you a suggested draft as to the announcement that will be made on May 13th so that the public may be informed in Winnipeg and Toronto in the same manner at the same time.

This letter is in confirmation of my telephone conversation with you last night. I can only add on behalf of my fellow Governors and myself that we are much pleased that you have consented to join us in our work at the University of Toronto.

With kind regards,

Yours faithfully,

(Sgd) D. Bruce Macdonald,
Chairman of the Board."

May 2, 1944.

Letter of
accept-
ance from
Dr. Smith
in connec-
tion with
above ap-
pointments

"Rev. Donald Bruce Macdonald, M.A., LL.D.,
Chairman, Board of Governors,
University of Toronto,
Toronto, Ontario.

Dear Mr. Chairman:-

I have your letter of the 2nd instant, in which you offer to me, in the name of the Board of Governors of the University of Toronto, the position of Executive Assistant to the President and Principal of University College, with the promise of succession to the Presidency of the University in due time. You also offer, in the name of the Board of Governors, a salary of \$10,500 a year, with \$1,500 a year additional for expenses, and a house. The appointment will date from July 1st, 1944. I hereby accept the offer.

I shall give of my best in energy, time and talent, for the promotion of the welfare of the University, and also to the end that the confidence in me, of you and your colleagues, will be fulfilled.

Yours faithfully,

(Sgd) Sidney Smith,
President,
University of Manitoba."

May 6, 1944.

Approval by
Premier
Drew

In this connection the Chairman stated that he and President Cody had had a lengthy conference with Premier Drew, and that the latter had approved of the foregoing appointment.

Disposi-
tion of
Government-
owned equip-
ment

The Bursar reported the receipt of a letter from Mr. W. J. Bennett, Executive Assistant to the Minister of Munitions and Supply, Ottawa, stating that the Board's request for distribution of

Government-owned equipment to educational institutions had been referred to the Chairman of the Crown Assets Allocation Committee.

The Bursar also reported that in connection with the Margaret Eaton School property at 415 Yonge Street, the University Solicitor had advised him that he had entered an appeal against the purported assessment for 1945.

The President reported that he had learned from Dr. J. G. Althouse that the omission of an amendment to the Act allowing for postponement of elections to the Senate and Chancellorship was not without intention.

In connection with the authority for the proposed investment of \$400,000 in the Sixth Victory Loan and \$400,000 in Province of Ontario 3½% Bonds, due 15 October, 1973, Mr. Ross recommended that due to unexpected difficulties which had arisen in connection with the purchase of the Province of Ontario Bonds the Board invest an additional sum of \$200,000 in the Sixth Victory Loan, thus making the total investment in these bonds of \$600,000. The Board approved of Mr. Ross' recommendation.

The report of the Executive Committee was approved as follows:-

"To the Board of Governors,
University of Toronto.

May 11th, 1944.

A - Appointments

We have approved the following appointments and a resignation:

Faculty of Arts:

Mrs. N. Nolan

- Laboratory Attendant in Botany,
resigned May 31, 1944.

F. E. L. Priestley

- Assistant Professor of English in
University College, from July 1,
1944 \$2,900 a year

Faculty of Medicine:

Miss A. MacGregor

- Autopsy Recorder in Pathology
and Bacteriology, May 1 to
June 30, 1944 \$75 a month

School of Hygiene:

Miss A. C. Steele

- Research Fellow in Physiological
Hygiene, April 17 to June 30,
1944 \$960 a year

Miss E. Cartwright

- Laboratory Assistant in Public
Health Administration May 15 to
June 30, 1944 \$820 a year

Transfers
and adjust-
ments

University
Extension

B - Transfers and Adjustments

(1) We recommend a transfer of \$500 from the Visiting Lecturers' and Reception Fund to the Travelling Fund.

C - University Extension

(1) Acceleration of the Courses in Occupational Therapy and Physiotherapy.

(Sgd) D. Bruce Macdonald,
Chairman of the Board.

(Sgd) H. J. Cody,
President.

(Sgd) Geo. H. Ross,
Chairman of the Finance Committee."

The details of certain references in the foregoing report are as follows:-

Notice of
motion re
appointment
of F.E.L.
Priestley

1. The matter of the appointment of F. E. L. Priestley as Assistant Professor of English in University College was considered as a notice of motion and will be recommended at the next meeting.

Accelera-
tion of
Courses in
Occupation-
al Therapy
and Physio-
therapy

2. The acceleration of the Courses in Occupational Therapy and Physiotherapy was approved upon the following recommendation of the Committee on University Extension, which had also been forwarded to the Senate for approval:-

"In order to provide qualified and fully trained Therapists to the Services as quickly as possible, the Committee on University Extension recommends that the Course of the Second Year in Occupational Therapy and Physiotherapy commence on Tuesday, August 8th, 1944, and close about the middle of March, 1945. The Committee also recommends that the Course of the First Year in Occupational Therapy and Physiotherapy commence on Tuesday, September 5th, 1944, and close early in April, 1945.

If this arrangement is made, a full session's work will be provided; there will be no lowering of standards; and the needs of the Armed Forces can be supplied in better time."

Recommendations by the President were approved as follows:-

Authority
given the
Registrar
to arrange
for appoint-
ment of
J. C. Evans

That the Registrar of the University be given authority to make arrangements for the appointment of Captain J. C. Evans to a position in the Registrar's Office, commencing with the Session 1945-46, or possibly earlier.

Leave of
absence to
Prof. G.B.
Langford

That leave of absence without salary for one year, as from July 1, 1944, be granted to Professor G. B. Langford, Department of Geology, in order that he may assume the post of Director of Planning and Development for the Ontario Government; it being under-

Leave of
absence to
Prof. G.B.
Langford
(Cont'd)

stood that in connection with the Teachers' Insurance and Annuity Association contributions Professor Langford will contribute his own share and the University portion will continue to be paid by the University during the period of his absence.

Honorarium
to C. R.
Sanderson,
History

That the honorarium to be paid for the Session 1943-44 to Mr. C. R. Sanderson, Special Lecturer in the Department of History, be increased from \$250 to \$300 on account of additional lectures given by him.

Payment to
Major M.
Watson,
Military
Studies

That Major M. Barry Watson be paid for his services during the Easter Term 1944 the sum of \$300., being the balance remaining in the appropriation provided for a Special Lecturer in the Department of Military Studies.

Physical
training
fee to be
charged in
School of
Nursing

That the incidental fees for the First and Third Year Diploma and First Year Degree students in the School of Nursing be increased from \$11 to \$14 to include a \$5 fee for Physical Training.

Students'
Administra-
tive Coun-
cil allowed
to use up
to \$500 of
Reserve Fund
for loans to
students

That the Students' Administrative Council be permitted to use not more than \$500 of its Reserve Fund for short term loans to certain Medical students who are awaiting a new Ontario Government grant but have not sufficient money for room and board in the interval, together with a Second Year German refugee student who needs about \$20 until he receives some pay for his Summer work.

Communications were presented and dealt with as follows:-

Agreement
with the
Provincial
Government
re Ranger
School,
University
Forest Area

From Mr. F. J. Sullivan, Chief, Division of Law, Department of Lands and Forests, transmitting an agreement between the Governors and the Crown covering the arrangements in connection with the Ranger School on the University of Toronto Forest Area in the Township of Sherborne. As Dean Cosens and Mr. Morrow had approved of the terms

Ranger
School,
University
Forest Area
(Cont'd)

of the agreement subject to a slight change in the description of the property, authority was given for the signing of the same on behalf of the Governors.

Request from
Commissioner
of Parks,
City of Tor-
onto, for
some portion
of University
grounds for
recreational
purposes

From Mr. C. E. Chambers, Commissioner of Parks, City of Toronto, asking that some portion of the University grounds be placed at the disposal of the City during the vacation period in order to provide recreational areas for outdoor activities among the young people in this district. The Board approved of this matter in principle and it was referred to the Superintendent and the Secretary of the Athletic Association for a report which is then to be submitted to the Chairman of the Board and the Chairman of the Property Committee with power to act, it being understood that the University is to be put to no expense in any arrangements which may be made with the City.

Resolution
of Alumni
Federation
in connec-
tion with
the Univer-
sity of
Toronto
Expansion
Fund

From Mr. A. L. Fleming, K.C., President of the Alumni Federation, transmitting the following resolution in connection with the University of Toronto Expansion Fund, which was passed at a meeting of the Board of Directors of the Federation:-

"That the President of the Federation inform the President of the University and Board of Governors that the Federation Directors are sympathetic with the plans for building, but on account of the difficulty encountered in connection with the Federated Colleges they would like to have the assurance from the Board of Governors that all of the Colleges are in favor."

Letters of
thanks
from mem-
bers of
staff ap-
pointed
Professors
Emeritus

From the following gentlemen thanking the Board for appointing them Professors Emeritus from July, 1, 1944:-

M. W. Wallace	- Principal Emeritus of University College and Professor Emeritus of English
R. W. Angus	- Professor Emeritus of Mechanical Engineer- ing
A. L. Parsons	- Professor Emeritus of Mineralogy

Proposed
arrange-
ments for
educating
students
from Greece

From Mr. Chryst Loukas, Executive Secretary, Anglo-American-Hellenic Bureau of Education, Columbia University, New York, reporting progress in the arrangements being made to equip students in Greece to meet the entrance requirements of the American, British and

Canadian colleges and Universities, and thus prepare them for post-war work in devastated European and Asiatic countries.

The President presented a letter from Professor C. A. Ashley stating that he had approached a group of companies with which the late Sir James Woods was associated, and that two of these companies, viz: Gordon, Mackay & Company, Limited, and York Knitting Mills, Limited, had offered to establish Graduate Fellowships of \$500 each in Business Administration under the following conditions and to be known as the "James William Woods Fellowships":-

Gordon, MacKay & Company Limited -

This Fellowship, of the value of \$500.00, is open to competition by graduates of any university who intend to do work in Business Administration, leading to the Master of Commerce degree.

Forms of application may be obtained from the Secretary of the School of Graduate Studies, and should be returned, with certificates of undergraduate courses taken and a statement of qualifications, not later than March 1st.

It is understood that if no suitable candidate applies in any year, the Fellowship may be awarded in Economics, Political Science or Sociology instead of in Business Administration; and that if no award is made in 1944 the funds for this year may be used for making an additional award in some year after the war. The award is on a yearly basis, but one year's notice will be given by the donor in the event of withdrawal.

York Knitting Mills, Limited -

Payment to be made annually in the amount of \$500; first payment to be made before the close of this calendar year.

The Fellowship, as suggested, to be made available for graduate study of Business Administration, with a rider to the effect that if no suitable candidate applies, the Fellowship should be available for other graduate work in the Department: Economics, Politics or Sociology.

While the grant would be on an annual basis, York Knitting Mills Limited would agree to give at least one year's notice of withdrawal.

The offer of these two companies was gratefully accepted by the Board and settlement of the academic details in connection with the Fellowships was referred to the Senate.

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council:			
\$ 3,000	for Project	E.E.1-9,	Dr. G. F. Wright, Chemistry.
600	"	"	C.W.510, Dr. Leslie Young, Biochemistry.
600	"	"	B.E.-1, Dr. G. H. Duff, Botany.
600	"	"	re Biological and Technological Studies of Rubber Plants, Dr. G. H. Duff, Botany.

Donations
(Cont'd)

National Research Council (Cont'd):			
\$	575	for Project N.M.5,	Dr. C. H. Best, Banting and Best Research
	500	" "	N.M.13, Dr. C. H. Best, Banting and Best Research
	500	" "	N.M.16, Dr. D. Y. Solandt, Physiology
	500	" "	N.M.18, Dr. D. Y. Solandt, Physiology
	500	" "	N.M.19, Dr. D. Y. Solandt, Physiology
	500	" "	M.P.15, Dr. Arthur Ham, Anatomy
	400	" "	C.W.548, Dr. A. M. Wynne, Biochemistry
	250	" "	A.M.40, Dr. Duncan Graham, Medicine
	250	" "	Med. 25, Dr. D. Y. Solandt, Physiology
	100	" "	A.M.27, Dr. E. C. Black, Banting and Best Research
	100	" "	A.M.17-20A, Dr. E. C. Black, Banting and Best Research
	100	" "	A.M.28, Dr. J. A. Kitching, Banting and Best Research

Miscellaneous:

\$	7,500	from the Registered Nurses' Association of Ontario, being the amount they have allocated to the School of Nursing from a grant made to the Canadian Nurses' Association by the Federal Government
	900	from Eldorado Mining and Refining Limited for war project under Dr. A. A. Brant, Physics
	280	(U.S. funds) from the Geological Society of America being the twelfth instalment of the grant made this year to Dr. N. B. Keevil for research in Geophysics
	200	from Messrs. Clarkson, Gordon, Dilworth and Nash covering the 1944 award of the Clarkson Prizes in Accounting
	50	from an anonymous donor for a special award in the School of Architecture.

Elizabeth
Ann Winter-
corbyn
legacy to
be used
for a Prize
in English
Language
and Liter-
ature

The Bursar presented a letter from Principal Wallace stating that at its meeting on Friday, May 5th, the Council of University College resolved unanimously to recommend to the Governors that the residuary legacy of \$1,000 recently received from the Elizabeth Ann Wintercorbyn Estate be used for the purpose of producing an Annual Prize in the First Year of the honour course of English Language and Literature in University College. On the assumption that this recommendation was made under the clause in the instructions of Mr. H. W. Mickle, K.C., giving power to Principal Wallace, after consulting any Committee of the College dealing with Scholarships, to specify that this legacy be used for any other scholarship than the one in English and History to students of University College in the Second Year, specified by Mr. Mickle, the Board approved of the Council's recommendation, on the understanding that the interest only on the amount of \$1,000 be used for the annual award of the Prize.

Current
Expendi-
ture

The Bursar also presented the bank statement for the month of April, and his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of May and the first part of the month of June. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Letter from
the Chair-
man of the
Board to
Hon. J. L.
Ilsley re-
questing
reconsider-
ation of
Government's
offer cover-
ing contri-
butions by
companies
and organ-
izations

The Bursar read the following letter from the Chairman of the Board to the Honourable J. L. Ilsley, Minister of Finance, Ottawa, asking for reconsideration of the ruling covering contributions by companies and organizations:-

"The Honourable J. L. Ilsley,
Minister of Finance,
Ottawa, Ontario.

My dear Mr. Ilsley:-

The University of Toronto has been approached by representatives of the Government with a view to preparing for the postwar period, when it is expected many thousands of young men whose University courses were interrupted by war will wish to return to these seats of learning in order to complete their training. In addition we understand that between 30,000 and 40,000 others presently overseas have expressed a desire to enter some Canadian University when demobilized and that the Government has undertaken to provide this training at the public expense.

In order that it might make the fullest contribution to stabilizing conditions following the war, the Governors of the University decided to make a public appeal for funds - the first and only one in a hundred years - the plan being to extend and improve the present facilities to a point where it would be better able to accommodate the additional thousands who will desire to enter.

This quiet campaign received a very definite setback when you made the announcement with respect to contributions by companies and corporations; and this letter is for the purpose of asking you to reconsider your decision. It is the deliberate opinion of the members of this Board that if the Universities are permitted to expand now, they will be in a position to do their part after the war better and at a cost much less than if the financing is left till later and the necessary construction is hurriedly done. Incidentally, equipment cannot be obtained on short notice. The more we are permitted to raise now, the less the Government will have to provide at a later date to implement its promise to the men presently overseas. We are assuming that the Government will have heavy capital burdens in the postwar period and our suggested plan would abate the difficulty somewhat.

Yours faithfully,

(Sgd) D. Bruce Macdonald,
Chairman of the Board of Governors."

May 6, 1944.

Report Number
226 of the
Property
Committee

Report Number 226 of the Property Commit-

tee was read as follows:-

"The Property Committee begs to report to the Board of Governors:-

Re-appoint-
ment of
Mr. A. J.
Maycock,
Caretaker
of Household
Science
Building

Amount of
\$7,000 for
alterations
to No. 5
Willcocks St.
available in
1943-44

Sketch plans
for proposed
building for
Chemical En-
gineering
and Chemistry

1. A. J. Maycock, Caretaker of the Household Science Building, reached the retiring age of 70 in November, 1941. Upon the Superintendent's recommendation Maycock has been continued in the employ of the University since that time as he was still capable of giving good service and as it was difficult to obtain a suitable successor on account of the war. For the same reasons the Superintendent again recommends that Maycock be appointed for another year from July 1st, 1944, and your Committee concurs in this recommendation.

2. In connection with the alterations and rehabilitation of the women's residence at No. 5 Willcocks Street, for which the Superintendent had requested that the sum of \$7,000 be inserted in the 1944-45 Estimates, the Superintendent now asks that this amount be made available in the present year 1943-44 in order that the work may be proceeded with as soon as possible after the building is vacated for this Session. Your Committee recommends that this request be granted.

3. Your Committee considered the sketch plans for the proposed building for Chemical Engineering and Chemistry, prepared by Messrs. Page and Steele, the Architects appointed for this work, following the visit of their representative and certain members of the University staff to other universities.

Upon motion of the Chairman of the Board, Dr. Macdonald,
Seconded by President Cody,

Your Committee recommends that the Superintendent be authorized to proceed with detailed plans and specifications in this connection.

Respectfully submitted,

(Sgd) John J. Gibson,
Chairman"

May 9, 1944.

Consideration
of plans for
building for
Chemical En-
gineering and
Chemistry
deferred to
next meeting

Clauses 1 and 2 of the above report were approved, but further consideration of the sketch plans referred to in Clause 3 for the building for Chemical Engineering and Chemistry was deferred to the next meeting. In this connection the Secretary was requested to ask the Superintendent to be present at this meeting and also to notify the Architect to attend, and further request the Superintendent to obtain the approximate difference between the cost of a brick building and a stone building.

The meeting adjourned at 5:25 p.m.

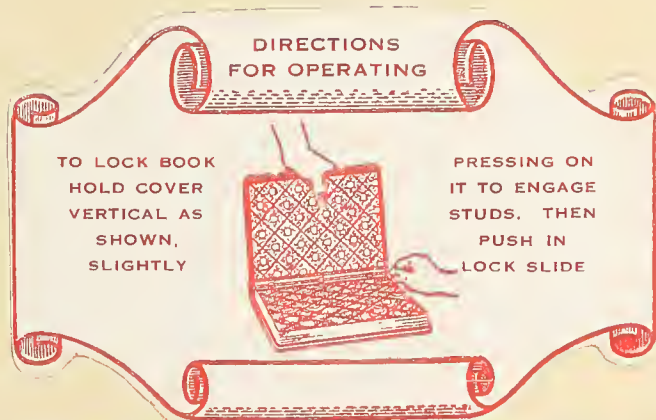
*Indefinite
M.B.*

Minutes confirmed.

May 25 1944

John J. Gibson

Chairman.



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